



Tel : Office: 27098951/293, 27098072
CONTROLLER OF EXAMINATIONS,
OSMANIA UNIVERSITY,
HYDERABAD - 500 007.

(Reaccredited by NAAC with A+ Grade)

No.006 /UG/SUPPL/Exams/2018

Dated: 13.08.2018.

NOTIFICATION
(ONLY FOR BACKLOG CANDIDATES)

The Schedule for payment of examination fee and submission of application forms for B.A(Regular,Voc &CDE) / B.Com. (General, Computers, Honours, Voc, CDE) ,BBA(CDE) , B.Sc (Regular & Vocational) B.B.A(Regular)/B.S.W(Regular) course(s) of I, II & III years (YWS) , Supplementary - 2018 Examinations to be held in Oct/Nov 2018 is as follows:-

Descriptions	Last dates		
	Without late fee	With late fee of	
		Rs. 200/-	Rs 500/-
<u>To Students</u> Payment of Examinations fee and submission of Examination application forms at their respective colleges.	31.08.2018	15.09.2018	24.09.2018
<u>To Colleges</u> 1.Remittance of consolidated Examination fee to Registrar ,O.U Exam Fee Fund A/c No. 52198262033. 1. Preparation & Submission of E.A.F. Online	04.09.2018 04.09.2018	17.09.2018 17.09.2018	25.09.2018 25.09.2018
Submission of printed EAF form along with NR & Fee Abstract etc to the Exam Branch, O.U.	19.09.2018		27.09.2018

Availment of one time chance to complete the backlog papers (Vide Ref.no. 321/M/Acad.1/2018, dated : 09.03.2018) after the stipulated period for students admitted into I year from the academic year 2000- 2001 to 2010-2011 intended to write backlog papers have to pay an amount of Rs 1,000/- per paper along with normal examination fee.

The candidates who have appeared for III year in double the duration of the course but not crossed (8) years from the date of admission and intended to write backlog papers have to pay an amount of ₹ 1000/- per paper, along with normal examination fee i.e candidates admitted during the year 2011-12, 2012-2013.

(The above conditions are not applicable for P.G.R.R.C.D.E Students).

SPECIAL INSTRUCTIONS TO THE PRINCIPALS

- The college login will be closed after the last date as mentioned above.
- The late fee will be levied automatically in case the fee is not remitted to the O.U. A/c.
- Late Fees will be levied, if online EAFs are not submitted on or before due date, even if fees remitted into fund account within due date.
- Principals are requested not to forward/submit the EAF of Not Eligible Candidates. The results of Not Eligible candidates will be cancelled at any stage ,even if they appear for the examinations.

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- The Principals are requested to transfer Consolidated exam fee amount into Registrar, Osmania University Exam Fee Fund A/c No 52198262033 (SBI, O.U Branch, IFSCCode "SBIN0020071") through NEFT/RTGS only.
- It is informed to the Principals of all UG colleges that not to direct students to the Examination Branch, O.U for late fee, otherwise disciplinary action will be initiated.
- Application forms without late and with late fee of Rs 200/- with all the above requirements should reach the Examination Branch, OU, on or before 19.09.2018. Application forms with a late fee of 500/- should reach the examination branch on or before 27.09.2018. A penal fee @ Rs.5,000/- per faculty will be collected per day from the college on applications received after the above dates.

Note:

I.

- a. The details of Examination Fee schedule is enclosed.
- b. The Examination application forms are to be submitted online through college login. Also, hard copy of the same may be downloaded and submitted to the examination branch duly signed by the Student and the Principal concerned along with photocopy of Memo.

II.

- a. **The Backlog candidates have to write their Examinations according to the present syllabus.**
- b. All the candidates of all Batches who are writing **English paper- I & Paper- II** have to appear for the Viva- Voce, CBT and Theory Examination.
- c. The exact date of commencement of the examinations and detailed time - table will be notified later.
- d. **Each Practical paper, IHC, Env. Studies, Science & Civilization, Comp.Skills I&II and Human Values & Professional Ethics are treated as separate papers. The Candidate has to pay the examination fee and register for the examination.**

III. The Principals of the Under - Graduate colleges and the Director, PGRRCD, Osmania University, Hyderabad are requested to :

- a) **Not to collect the Exam fee from Blind, Physically Disabled, Deaf & Dumb students** as per O.U Order No. 1555/228/2007-08/Budget-V, dated: 25-03-2008. A Xerox Copy of Medical Certificate confirming their status as Handicapped (minimum percentage of disability must be of 40%) must be attached to the Application forms. **Blind, Physically Disabled, Deaf & Dumb Students Application forms should be submitted separately along with Separate Nominal Roll.**
- b) **Not to forward the application forms of the candidates admitted during the academic year 1999-2000 and earlier (Not applicable for P.G.R.R.C.D.E. Students).**
- c) Inform all the concerned candidates that the payment of examination fee & submission of application forms will not be entertained after the due date **under any circumstances.** The Examination fee once paid by the candidate will not be refunded or adjusted.
- d) Instruct the students to enclose the Xerox copies of the memorandum of marks of earlier examinations to verify eligibility.
- e) In case of the candidates transferred from other Universities and autonomous colleges a new HT number which is not allotted earlier to any of the candidate of the college has to be allotted and enclose the OU Admission/Permission orders for transfer, memorandum of marks, migration certificate of the parent University.

IV. The University has decided to accept the payment of Examination fee through **Core Banking System** from the Colleges under Osmania University Jurisdiction **under any circumstances Demand drafts will not be accepted.**

- (1) It is required to **transfer the fee amount through RTGS/NEFT** for credit into Registrar Osmania University Exam Fee Fund A/C No **52198262033 (SBI, O.U Branch, IFS Code "SBIN 0020071")**.

V. Submit all the **Application forms** along with :

a. **Consolidated fee receipt** obtained from the Bank for having transferred the amount through NEFT/RTGS may be submitted to the Deputy Registrar (Cheque-II) Section, Examination Branch, O.U, where receipts Pertaining to B.A./B.Com/B.Sc/B.B.A will be issued separately. (In no case individual receipts/DD's submitted by students will be accepted).

b. **Nominal Rolls (Only one copy) :** One hard copy of nominal rolls (consolidated list of candidates) generated using the Students **online information System** after due verification and signed by the Principal and **Fee Abstract prepared/downloaded using the link provided at College login.**

c. **List of Physically handicapped and Deaf & Dumb Candidates.**

VI **Eligibility for Improvement :**

a. The candidates are permitted to appear twice for part-I and part-II improvements during the period of 3 years from the date of completion of their degree (**applicable to the students who completed the course in Annual-2018 as the Y.W.S. Scheme is winded off**).

b. For improvement of division under part-II the candidate has to either appear for all the papers of III year including Practicals or any number of optional papers of I and II year (who have not availed improvement chances earlier) along with all III year papers (compulsory) also.

VII. This notification is available on website **www.osmania.ac.in**.

Sd/-
CONTROLLER OF EXAMINATIONS

Copy to :

- 1) The Principal of concerned college,
- 2) The Director, PGRRCDE, O.U.,
- 3) The Director, Directorate of Academic Audit, O.U.
- 4) The Deputy Registrar, Academic, O.U.,
- 5) The Jt. Director, Directorate of Academic Audit, O.U.,
- 6) The Finance Officer, O.U.,
- 7) The Deputy Registrar, Accounts, O.U.,
- 8) The Addl. Controller of Examinations (Confidential.), O.U.,
- 9) The Addl. Controller of Examinations (EDP), O.U.,
- 10) The Director, University Press and Publications, O.U.
- 11) The Chief Public Relations Officer, O.U,
- 12) The Spl. Officer, Infrastructure, OU
- 13) The Dean, Students Affairs, O.U.,
- 14) The Secretary to Vice - Chancellor, O.U.,
- 15) The P.A. to Registrar, O.U.,
- 16) The Superintendent, B.A./B.Sc./B.Com.(YWS) sections
- 17) The Superintendent (Stores), Examination Branch, O.U,

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