



OFFICE OF THE CONTROLLER OF EXAMINATIONS
PALAMURU UNIVERSITY
MAHABUBNAGAR-509001

No.153/UG/CBCS/Sem-I/Exams/2021

Date: 07-04-2021

RE-REVISED NOTIFICATION

**B.A./B.Com./B.Sc./B.B.A.(CBCS)
Semester-I (Regular) Examinations, March-2021**

It is hereby notified to all the eligible **B.A./B.Com./B.Sc./B.B.A.(CBCS) Semester-I (Regular) Examinations-2021** candidates under CBCS that the schedule for the payment of examination fee and submission of the examination application forms (EAF) is as follows and the detailed time table will be notified later.

Descriptions	Without late fee	With late fee of Rs. 200/-	With late fee of Rs. 500/-
To Students: Payment of Examinations fee and submission of Examination application forms at their respective colleges.	16-04-2021	19-04-2021	22-04-2021
To Colleges: 1. Remittance of consolidated Examination fee to Registrar, Palamuru University Exam Fee Fund A/C No.62078258948 2. Preparation & Submission of E.A.F. Online	19-04-2021	20-04-2021	23-04-2021
Submission of printed EAF form along with NR & Fee Abstract etc., to the Exam Branch, P.U	24-04-2021		

SPECIAL INSTRUCTIONS TO THE PRINCIPALS

- ❖ The online EAF College logins will be closed by **23-04-2021** by **05.00 P.M.**
- ❖ The late fee amount will be levied automatically in case the fee is not remitted to the Registrar, P.U. A/c and if forms are not submitted as per the above schedule.
- ❖ “Principals are requested not to forward/submit the EAF of not eligible candidates to the Exam Branch. The results of not eligible candidates will be cancelled at any stage, even if they have written the examination.”
- ❖ Principals of all UG colleges are informed that they should not direct students to the Examination Branch, P.U. for late fee after the due date.

Note:

1. Principals are instructed to submit the Examination application forms (EAF) of all the eligible candidates for I- Semester online through college login. Also, hardcopy 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 Qualifying Examination.
2. **Not to collect the Exam fee (Collect only Memo fee Rs.75/-) from Blind, Physically Disabled, Deaf & Dumb students.** A Xerox Copy of Medical Certificate confirming their status as Handicapped (minimum percentage of disability must be of 40%) must be attached with the Application forms. **Blind, Physically Disabled, Deaf & Dumb Students Application forms should be submitted separately along with Separate Nominal Roll.**

- a) 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/adjusted under any circumstances.
 - b) Instruct the students to enclose the Xerox copies of the memorandum of marks of earlier examinations to verify eligibility.
 - c) Note that the H.T No. allotted to a candidate at the time of admission shall not be changed or allotted to another candidate, even if the first candidate has cancelled his/her admission.
 - d) Forward only the Examination application forms of the candidates who have put in required Percentage of attendance.
3. The University has decided to accept the payment of Examination fee through Core Banking System from the Colleges under Palamuru University Jurisdiction. **Under any Circumstances Cash / Demand drafts will not be accepted.**
- ❖ It is required to transfer the fee amount through RTGS/ NEFT for credit into **“Registrar Palamuru University Exam Fee Fund A/C No. 62078258948 (SBI, Ganesh Nagar Branch, Mahabubnagar IFSC Code “SBIN0016375”)**.
 - ❖ College Principals will be made responsible for any failure of transfer of Exam fee, to The Registrar, Exam Fee fund account within the due date.
4. Application forms without late fee and with a late fee of Rs.200 and Rs.500/- with all the attachments should reach the Examination Branch, P.U., on or before **24-04-2021**. A penal fee @ Rs.1,000/- per faculty per day will be collected from the college on all applications received after **24-04-2021**.
5. Consolidated fee receipt obtained from the Bank may be submitted to the U.G. Section, Examination Branch, P.U., where Receipts pertaining to B.A./B.Com./B.Sc./B.B.A. may be submitted separately. (In no case individual receipts submitted by students will be accepted).
6. The following documents are to be attached:
- a. **Fees Abstract** Prepared/downloaded hard copy using the link provided at College Login.
 - b. Hard copy of nominal rolls (consolidated list of candidates) generated, using the students online information System after due verification by the Principal.
 - c. **Affiliation orders** issued to the college(s) for the academic year 2020-21 for the various courses for which examination forms are to be submitted.
 - d. **Clearance Certificate** from the Director, Directorate of Academic Audit, P.U.
 - e. **Approval from the Nodal Officer**, Statistical Cell, Administrative Building, P.U.

This notification is available on website www.palamuruuniversity.com

Sd/-
CONTROLLER OF EXAMINATIONS

Copy to:

- 1) All the Principals of UG Colleges under P.U.,
- 2) Joint Director (U.G), Directorate of Academic Audit, P.U.,
- 3) Additional Controller of Examinations (Confidential), P.U.,
- 4) OSD to Vice-Chancellor, P.U.,
- 5) P.A. to Registrar, P.U.,



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Date: 07-04-2021

To
The Principal

Sub:- B.A./B.Com./B.Sc./B.B.A., Course(s) I-Semester (CBCS) enrolled during the academic year 2020-21 Fee Details – Regarding.

Sir/ Madam,

The details of Examination Fee payable for B.A./B.Com./B.Sc./BBA, Course(s) Semester-I (Regular) Examinations–2021 is as follows: -

FOR REGULAR CANDIDATES

1. B.A.

- All papers
- Migration Fee

Rs.665/- + Rs.75/- For Memo

Rs.125/- (Candidates who took admission from other Board / University)

2. B.Com. & B.Sc.

- All papers
- Migration Fee

Rs.935/- + Rs.75/- For Memo

Rs.125/- (Candidates who took admission from other Board / University)

3. B.B.A.

- All papers
- Migration Fee

Rs.1120/- + Rs.75/- For Memo

Rs.125/- (Candidates who took admission from other Board / University)

4. Examination Processing Fee

All B.A., B.Com., B.Sc., & B.B.A. I–Semester candidates who are appearing for the University Examinations for the first time should pay Examination Processing Fee of **Rs.200/-** (one time basis) in addition to the examination fee.

Kindly, collect the examination fee from the candidates for the above Semesters as mentioned remit the same to the **Registrar, PU Fee Fund A/c No. 62078258948** as specified in the notification.

Sd/-
Controller of Examinations