



[Accredited by NAAC with 'A+' Grade]

No. 263/BE/Exams/18

Dated: 29-10-2018

### **NOTIFICATION**

It is hereby notified for the information of all the concerned that the B.E. I - **Semester (Main)** Regular all branches (AICTE) examinations will be conducted from **10-12-2018**. The detailed time table will be issued in due course.

Following is the schedule for payment of examination fee and submission of examination application forms (EAF) at the Office of the concerned Principals of respective Colleges from 01-11-2018.

<b>Descriptions</b>	<b>Last Date</b>	<b>Fee Particulars</b>
<b><u>For Students:</u></b> Payment of examination Fee and submission of Examination application forms at their respective colleges.	<b>17-11-2018</b>	1. All papers per the semester <b>Rs. 1820=00</b>
<b><u>For Colleges:</u></b> 1. Remittance of Consolidated Examination fee in favour of "The Registrar, Examination Fee Fund, OU, A/C No. <b>52198262033</b> " 2. Submission of E.A.F. Online	<b>20-11-2018</b>	

### **SPECIAL INSTRUCTIONS TO THE PRINCIPALS**

- The College login will be closed after the last date. (17-11-2018)
- In case the fee is not remitted to the O.U. A/c. **OR** if online EAFs are not submitted on or before due date even if fees remitted into fund account within due date. **(Late submission of forms by the College beyond the date prescribed attracts penalty @ Rs.1500/- per day and to be borne by the college)**
- 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, if they write the examination.
- The Principals are requested to transfer Consolidated exam fee amount into The Registrar, Examination fee fund, O.U., A/c No. 52198262033 **(SBI, O.U. Branch, IFSC Code "SBIN0020071")**, O.U. through NEFT/RTGS only.

**First Semester Fresh Admissions:-** The examination application forms of First semester students admitted during the academic year 2018-2019 are to be submitted **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 i.e. Intermediate or 10 + 2 certificate and duly approved by the Convener, EAMCET – 2018/ Chairman, TSSCHE, Hyderabad/ Directorate of Admissions , O.U.

### **Conditions:-**

1. *The colleges have to get the clearance letter from (a) the Director, Directorate of Academic Audit, O.U., (b) Convener TS EAMCET and (c) No Dues from the Deputy Registrar, Academic Section, O.U. and submit the examination forms through college login. Clearance certificate from Nodal Officer, Statistical Cell, OU.*
2. *As a part of the Core Banking System, all the students are hereby instructed to deposit the Examination Fee into their respective college accounts only for onward transmission to the University by the college.*

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3. *The Principal of Engineering Colleges are requested to collect the examination expenses from each of the first semester students @ Rs.300/- per head and remit the consolidated amount to the Registrar, Exam Fee Fund Account, OU together with examination fee and application form in terms of OU Circular No. 3872/D/37/93/Acad., dt.15-12-1993.*
4. *All the Principals are requested to verify the eligibility of the students thoroughly and forward the same to this office for the issue of Hall Ticket. If failed to verify the eligibility of the candidates, the principal will be held responsible for the issue of hall ticket to the non-eligible candidates.*
5. *The students who have passed 10+2 from other than Board of Intermediate, T.S. have to pay Rs. 125=00 in addition to examination fee towards Migration fee. The students should submit Migration certificate in original along with the examination form and fee at their respective college principals on or before **17/11/2018** for onward transmission to the Controller of Examinations for issue of hall tickets.*
6. ***Not to collect the Exam fee from Visually/Physically Challenged and Hearing Impairment 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. (Minimum percentage of disability must be of 40% attached to the application forms.) Visually/Physically Challenged and Hearing Impairment students applications forms should be submitted separately along with separate Nominal Roll.***
7. Any discrepancies with regards to the Candidate's data such as Internal marks, Practical etc. should be brought to the notice of concerned officials of Examination Branch and obtain the acknowledgement before declaration of the results. After declaration of the results, queries will not be entertained.

***Examination application forms will not be accepted without fulfilling the above Conditions.***

Sd/-

**CONTROLLER OF EXAMINATIONS**

**Copy to:**

1. The Principal, DCET/MJCET/ISL/Stanley/Methodist/MVSR/Swathi/Matrusri/NGIT Engineering Colleges.
2. The Dean, Faculty of Engineering, OU
3. The Dean, Faculty of Informatics, OU
4. The Addl. Controller of Examinations (Confidential), OU
5. The Director, Directorate of Academic Audit, OU
6. The Director, Univ. Press & Publication, OU
7. The PA to the Vice Chancellor/Registrar, OU/Officer on Special Duty to VC, OU
8. The Dy. Registrar (Academic), OU
9. The Public Relations Officer, OU
10. The Supdt., Stores Section, Examination Branch, OU
11. The Head/Chairman, BOS in Civil/Electrical/ECE/Mechanical/CSE/IT, OU
12. The Addl. C.O.E., EDP Section, Examination Branch, OU
13. The Enquiry Counter, Examination Branch, OU