



Office of the Controller of Examinations
TELANGANA UNIVERSITY
NIZAMABAD – 503 322

Lr.No: TU/EB/BCA/2015/847

Date : 05-11-2015

NOTICE

It is hereby notified that the III & V Semester **Regular Examinations** of B.C.A. will be held in the month of **Dec' 2015**. The following are the last dates for the payment of Examination fee and submission of Examination Application forms:

- (i) Last date for payment of Examination fee and submission of Application form **without fine : 21.11.2015**
- (ii) Last date for payment of Examination fee and submission of Application form **with a fine of Rs.100/- : 26.11.2015**

The fee particulars are as follows :

III & V SEMESTER :

1. B.C.A. (for all subjects) : Rs.350/-

Candidates have to submit a Xerox copy of Memorandum of marks of examination he/she appeared previously along with application form.

1. The date of commencement of Examinations and the course-wise detailed Time-Table will be notified in due course.
2. Application form(s) will not be accepted directly from any candidate or from the Principal after the due date.
3. **All the Candidates should fill the Online examination form and submit to the Principal concerned.**
4. The students should enter their name correctly in the examination form as per their Inter certificate. Telangana University will not be responsible for any mistakes in the candidates details.
5. The students of campus college have to pay the fee through B Challan (which is available in the college office) in favour of the **Registrar, TU, Examinations Accounts** payable at State Bank of India, Telangana University Branch(Code No.13804), Nizamabad – 503 322.
6. For Affiliated colleges, payment of fee must be in the form of consolidated Demand Draft (course wise) from any **Nationalised Bank** drawn in favour of **The Registrar, Telangana University, Nizamabad**. Any other mode of payment is not accepted. Following are the Last dates for consolidated payment of examination fee by the Principal (through DD):
 - i) **Without fine :24-11-2015**
 - ii) **With a fine of Rs.100/- :27-11-2015**
7. **FEE PAID ONCE CANNOT BE REFUNDED OR ADJUSTED FOR ANY FUTURE EXAMINATION.**

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8. Application forms should be scrutinized and signed by the Principal/ Academic Co-ordinator of the college in accordance with the guidelines and instructions issued and should be tied separately in chronological order. Applications of not eligible candidates are liable for rejection at any stage whenever they are detected. For this, the University will not be held responsible in any manner.
9. **The Principals are requested to :**
 - 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 or adjusted.**
 - b) **Not to collect the exam fee from Blind, Physically Challenged, Deaf & Dumb students.** A Xerox copy of Medical Certificate confirming their status as Physically Challenged (minimum percentage of disability must be of 40%) must be attached to the application forms. **Blind, physically challenged, Deaf & Dumb students application forms should be submitted separately along with separate Nominal Roll.**
 - c) **Forward all the examination application forms of the eligible candidates duly attested with all the requirements to the examination branch on or before 30.11.2015 without fail. Forms received after the due date will be levied a penal fee of Rs. 1000/- per day.**
 - d) Instruct the students to enclose the Xerox copy of the memorandum of marks of earlier examinations to verify eligibility.
10. The College will be held responsible for any mistake committed while filling the candidate name, father name and paper title (Theory & Practical) through **ONLINE**.
11. The Principals are requested to submit compulsory the following documents along with application forms, otherwise their forms will not be accepted.
 - (i) 3 hard copies of nominal rolls in the prescribed proforma approved by Director, Directorate Academic Audit.
 - (ii) The detailed fee statement signed by the college Principal.
 - (iii) No Dues Certificate and Affiliation extension order for the year 2014-15 with sanctioned strength issued by the Directorate of Academic Audit, TU
 - (iv) The copy of online EAF form signed by the candidate after verifying the name and Subject titles.
 - (v) The Principals are also requested to submit Subject-wise/Paper-wise data (in duplicate) separately.

Sd/-

CONTROLLER OF EXAMINATIONS

Copy to :

1. The Dean, Faculty of Science & Computer Sciences, TU
2. The Director, Directorate of Academic Audit, TU
3. The Finance Officer, TU
4. The Manager, State Bank of India, TU Campus Br., TU
5. The P.S. to Vice-Chancellor, TU
6. The P.A. to Registrar, TU
7. All the sections of Examination Branch, TU
8. The Addl.COE, Examination Branch, TU
9. The Asst. COE (UG & PG Confidential), TU
10. The Dean, College Development Council, TU
11. The Public Relations Officer, TU
12. The Director, Student Welfare Centre, TU
13. The Principal of University College, TU
14. MCA Building, TU
15. The Website section, TU