



OFFICE OF THE CONTROLLER OF EXAMINATIONS
SATAVAHANA UNIVERSITY

KARIMNAGAR – 505 001 (T.S)

website: www.satavahana.ac.in, email: coesatavahana@gmail.com

No. 132 -UG-Sem-Exms-2018

24-04-2018

REVISED - NOTIFICATION

It is hereby re-notified for information to all the candidates pursuing II-Semester (CBCS-Regular / Backlogs / Improvement) & IV-Semester (Regular) of BA(L), BA / BBA / BCOM / BSC. Courses of this University who are desirous to appear for the II & IV Semester Examinations to be held in the Month of May/June -2018, the last dates for payment of Examination fee and submission of application forms at their respective colleges are as per the details shown below:

1. without late fee ... 28-04-2018
2. with a late fee of ₹ . 300/- ... 01-05-2018

Fee Particulars

COURSES	II-Sem (CBCS-Regular & Backlogs, IV-Sem Regular) Fee Amount ₹
B.A.(GEN) / B.Com (GEN) (For All Papers Backlogs)	680+20*
B.A.(GEN) / B.Com (GEN) (Upto 3 papers)	495+20*
Improvement for each paper	300+20*
B.A. (COMP) / B.B.A./B.Sc/B.Com (COMP) (For All Papers Backlogs)	780+20*
B.A. (COMP) / B.B.A./B.Sc/B.Com (COMP) (Upto 3 papers)	555+20*
Improvement for each paper	300+20*

NOTE: ₹ 20/- for Memorandum of Marks for each Course

*** NOTE:-** For detailed instructions of Regular II & IV Semester students see website. www.satavahana.ac.in
or www.satavahana.in

***NOTE:** The College Managements are requested to get the DD's from the
Bank's of SBI & Andhra Bank only.

***NOTE:** Online Fee particulars for II & IV Semester should be shown Course wise on College

Letter Head.

Instructions to Students

1. In case of late registration and submission a separate penalty of (Rs. 5000/-) per day for each semester should be remitted.
2. Only single application form should be used by each candidate irrespective of the semester for which he/she desires to register as candidate.
3. Application form(s) **will not** be accepted directly from any candidate or from the Principal after the due date.
4. Fee once remitted **will not** be refunded or adjusted under any circumstances. Therefore, the candidates should confirm their eligibility by going through the rules, before remittance of examination fee.
5. In case of transfer of students from one college to the other, transfer orders should be enclosed with Nominal Rolls.
6. The date of Commencement of Examinations and the detailed Time-Table will be notified in due course.

Guidelines for Principals

1. Following is the schedule for submission of forms and nominal rolls.

Fee Particulars	Last date for payment of exam fee	Last date for consolidated payment of fee by the Principal (through D.D.)	Last date for submission of application forms along with nominal rolls & D.D. to the C.O.E.
Without Late Fee	28-04-2018	30-04-2018	01-05-2018
With a late of ₹ . 300/-	01-05-2018	02-05-2018	03-05-2018

2. Application forms of II & IV Semester candidates should be submitted along with
 - i. 2 hard copies of nominal rolls in the prescribed proforma.
 - ii. No dues certificate from Dean, College Development Council, SU.
 - iii. No dues certificate from Dean, Academic Affairs, SU.

3. The candidates with late fee of **Rs.300/-** should be directed to remit the examination fee and late fee in the form of D.D. drawn in favour of "**The Registrar, Examinations A/c. SU**". Fee remitted in other modes and applications sent after the prescribed dates **will not** be accepted under any circumstances and will summarily be rejected. Late fee (**Rs.300/-**) Nominal Rolls should be submitted to the Controller of Examinations on or before **03-05-2018**, along with college nominal rolls.
4. Every application must possess a receipt of payment issued by the college towards examination fee collected from the candidate, (**Except late fee of Rs.300 /- forms**) failing which it will not be accepted.
5. Application forms should be **scrutinized and signed** by the Academic Coordinator 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.
6. Payment of fee must be in the form of consolidated **Demand Draft Course Wise** only. Any other mode of payment is not accepted.
7. The application forms of the candidates who have put in the required percentage of attendance only to be forwarded to the University.
8. Application forms **will not** be accepted from the colleges after the last late fee date **03-05-2018**.
9. An updated **Faculty Data** in the prescribed profarma should be submitted for UG II & IV-Semester Examinations - 2018.
- 10. Submission of Examination Application Form (EAF) from the respective college in online (www.satavahana.in) i) without late fee 30-04-2018, ii) with a late fee Rs.300/- 02-05-2018.**


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