

OFFICE OF THE CONTROLLER OF EXAMINATIONS
SATAVAHANA UNIVERSITY

KARIMNAGAR – 505 001 (T.S)

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

No. 2772 -UG-Sem-Exm-2018

12.11.2018

NOTIFICATION

It is hereby notified for information to all the candidates pursuing First Semester (CBCS-Regular, Backlogs & Improvement) of B.A(L)/B.A./B.B.M./B.Com./B.Sc. BHMCT. Courses of this University who are desirous to appear for the First Semester Examinations to be held in the Month of December-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 ... 20-11-2018
2. with a late fee of ₹ . 300/- ... 22-11-2018

Fee Particulars

COURSES	(I-Sem Reg & Backlogs) (CBCS) Fee Amount
B.A.(GEN) / B.Com (GEN) (For All Papers Regular & 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 Regular & 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 & Backlogs I -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 I-Semester (Regular & Backlogs) 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.

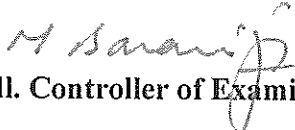
Guidelines for Principals


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	20-11-2018	22-11-2018	24-11-2018
With a late of ₹ . 300/-	22-11-2018	26-11-2018	27-11-2018

2. Application forms of **I-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 **27-11-2018**, 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 **27-11-2018**.
9. An updated Faculty Data in the prescribed profarma should be submitted for UG Semester Examinations - 2018.
- 10. Submission of Examination Application Form (EAF) from the respective college in online (www.satavahana.in) i) without late fee 22-11-2018, ii) with a late fee Rs.300/- 26-11-2018.**


Addl. Controller of Examinations


CONTROLLER OF EXAMINATIONS