



[Accredited by NAAC with 'A+' Grade]

No. 391/BE/Exams/24

Dated: 04-12-2024

### NOTIFICATION

It is hereby notified for the information of all the concerned that the B.E. Examinations of

- **AICTE** – I, III, V Sem. & VII Sem. (Main & Backlogs), Bridge Course I Sem. (Main & Backlogs) and II, IV, VI (Backlogs), Bridge Course II Sem. (Backlogs) and Improvement
- **CBCS** -I, II, III, IV, V, VI, VII Sem. & Bridge Course (Backlogs);
- **Non CBCS** - I Year, III/I, III/II, III/I, III/II, IV/I Sem. & Bridge Course (Backlogs); **January/February 2025** examinations

The Examinations are commencing from **30-01-2025** and 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 at the Office of the concerned Principals of respective Colleges.

Descriptions	Without late fee	With a late fee of Rs. 200/-	Fee Particulars
<b>For Students:</b> Payment of examination Fee and submission of Examination application forms at their respective colleges.	<b>16-12-2024</b>	<b>19-12-2024</b>	1.All papers per semester <b>Rs. 2660=00</b>
<b>For Colleges:</b> 1. Remittance of Consolidated Examination fee through online payment in EAF login 2. Submission of E.A.F. Online	<b>18-12-2024</b>	<b>20-12-2024</b>	2. Examination Fee up to <b>FOUR</b> Papers per semester <b>Rs. 1620=00</b>

**Note:** All the BE I, III, V & VII (Main) AICTE Regular Students has to pay an additional amount of Rs. 100/- extra along with their Main exam fees for OU Aadhar Based Biometric Attendance System (ABAS) and SMS invoice Charges.

### SPECIAL INSTRUCTIONS TO THE PRINCIPALS

- The College login will be closed after the last date.
- 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 online payment in EAF login.

**First Semester Fresh Admissions:-** The examination application forms of First semester students admitted during the academic year 2024-2025 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, EAPCET – 2024/ Chairman, TGSCHE, Hyderabad/ Directorate of Admissions , O.U. (2)

**Third Semester Fresh Admissions(Lateral Entry):-** The examination application forms of III semester students admitted during the academic year 2024-2025 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. Polytechnic (TGECET-2024) and duly approved by the Convener, TGECET – 2024/ Chairman, TGSCHE, Hyderabad/ Directorate of Admissions , O.U.

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**Conditions:-**

1. The Students who were admitted during the Academic year 2024-2025 (Regular) and 2024-2025 (lateral entry students) onwards should submit their examination forms Online through college login. The N.R. should be submitted separately in respect of Regular and Transfer candidates admissions. The hardcopy of the applications submitted through college login be download and submitted to the Examination Branch duly signed by the student and the Principal concerned along with photocopy of qualified examination.
2. The students who were transferred from the University Jurisdiction and other Universities their examination forms should be submitted separately with the approval of the competent authorities like Commissioner of Tech. Education, Govt. of T.G. and Director, Directorate of Academic Audit, O.U. with allotment of H.T.No.s.
3. The Principal of Engineering Colleges are requested to collect the examination expenses from each of the **I Semester Main & III semester newly admitted lateral entry students @ Rs.300/- per head** and remit the consolidated amount to the Registrar, OU together with examination fee and application form in terms of OU Circular No. 3872/D/37/93/Acad., dt.15-12-1993.
4. In respect of the **Non CBCS** candidates who have completed course requirement having appeared for IV/IV-II semester and completed double the duration of course but did not cross 10 years (Regular) and 8 years (Lateral Entry Students) from the date of admission (i.e, admitted in 2015-16 batch regular students) and for the **CBCS** students N+2 from the date of admission but did not cross 8 years (i.e, admitted in 2017-18 batch regular students) have to pay an additional amount of **Rs.1000/- per subject, semester-wise** along with normal semester fee and submit N R in duplicate separately login.
5. 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.
6. 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.
7. The students who have passed **10+2** from other than Board of Intermediate, T.S. and who have passed **Diploma** from other than Board of Technical Education, T.G. have to pay **Rs. 175=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 **18/12/2024** for onward transmission to the Controller of Examinations for issue of hall tickets.
8. **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.**
9. Any discrepancies with regards to the Candidate's data such as Internal marks, Practical, Viva-voce and Projects etc. should be brought to the notice of concerned officials of Examination Branch and obtain the acknowledgement within one month of declaration of results. After one month, queries will not be entertained.
10. **The Principals are required to transfer the consolidated fee amount through Online payment in EAF login**
11. **Principals will be held responsible for any lapse in transfer of amount from the banks to the "Registrar, O.U. Exam Fee Fund Account".**

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



**CONTROLLER OF EXAMINATIONS**

Copy to:

1. The Principal, CBIT/VCE/DCET/MJCET/MVSR/Islamia/Stanley/Methodist/Swathi/Matrusri/NGIT/LORDS/Nawab Shah Alam Khan/KMEC/GLWEC/Engineering Colleges Engineering Colleges.
2. The Dean, Faculty of Engineering, OU
3. The Addl. Controller of Examinations (Confidential), OU
4. The Director, Directorate of Academic Audit, OU
5. The Director, Univ. Press & Publication, OU
6. The PA to the Vice Chancellor/Registrar, OU/Officer on Special Duty to VC, OU
7. The Dy. Registrar (Academic), OU
8. The Public Relations Officer, OU
9. The Supdt., Stores Section, Examination Branch, OU
10. The Head/Chairman, BOS in Civil/Electrical/ECE/Mechanical/CSE/IT, OU
11. The Addl. C.O.E., EDP Section, Examination Branch, OU
12. The Enquiry Counter, Examination Branch, OU
13. Nodal Officer, RUSA-2.0 for UMS.