



# KAKATIYA UNIVERSITY

## WARANGAL - 506 009

No. 656/E2/KU/2010

3<sup>rd</sup> July, 2010

### NOTIFICATION

It is hereby notified for information of all the candidates pursuing of I, II and III years Regular/ Ex and Improvement of **B.A./B.B.M./B.Com./B.Sc.** courses of this university who desires to appearing for the Supplementary Examinations to be held in the month of **September/October 2010**, that the last dates for payment of examination fee and submission of application forms at their respective colleges are as shown below:

1. Without late fee .... 04-08-2010
2. With a late fee of Rs.20/- .... 13-08-2010
3. With a late fee of Rs.250/- .... 26-08-2010

### Fee Particulars

COURSES	I Year Rs.	II Year Rs.	III Year Rs.
<b>B.A.</b> For 3 or more papers	250+20*	250+20*	250+20*
Upto 2 papers	150+20*	150+20*	150+20*
Improvement for each paper	130+20**	130+20*	130+20**
<b>B.A.(Comp.)/B.Com.(General &amp; Computer)/B.B.M./B.Sc.</b> For 3 or more papers	300+20*	300+20*	300+20*
Upto 2 papers	170+20*	170+20*	170+20*
Improvement for each paper	130+20**	130+20**	130+20**

\* - Memo Charges; \*\* Rs.20/- only for each candidate who have applied for improvement towards Memo cost.

### Instructions to the Students

1. In case of late registration and submission a separate fine for each year should be remitted.
2. Only single application form should be used by each candidate irrespective of the year/years for which he/she desires to register as Ex./Imp. Candidate.
3. Application form(s) **will not** be accepted directly from any candidate or from the Principal after the due date.
4. The students can obtain application forms from their respective colleges.
5. 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 the remittance of examination fee.

6. In case of transfer of students from one college to the other, transfer orders should be enclosed with Nominal Rolls.
7. The date of Commencement of Examinations and the detailed Time-Table will be notified in due course.
8. ***The Students studied regularly and who did not pay the examination fee in Annual 2010 are not eligible to appear Supplementary examinations. And they will not be promoted further study.***
9. ***The students who studied regularly and paid their examination fee in Annual 2010, but not appeared for examination in Annual 2010 are eligible to appear for supplementary examination 2010. But they are not eligible for promotion for further course.***

### Guidelines for Principals

1. To obtain the application forms from the **Director, Publication Cell, Kakatiya University, Warangal** on payment of prescribed amount.
2. 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	04-08-2010	07-08-2010	11-08-2010
With a late of Rs.20/-	13-08-2010	18-08-2010	19-08-2010
With a late of Rs. 250/-	26-08-2010		28-08-2010

3. to submit the application forms as per the above schedule without fail otherwise **penalty Rs. 5000/-** will be imposed.
4. Application forms should be submitted along with 3 hard copies of nominal rolls in the prescribed proforma.
5. The candidates with late fee of Rs.250/- should be directed to remit the examination fee and late fee directly in the form of D.D. drawn in favour of the **“Registrar, Exams A/c. KU”** 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.250/-) forms should be submitted to the Controller of Examinations on or before **28-08-2010**, through college nominal rolls.
6. Every application must possess a receipt of payment issued by the college towards examination fee collected from the candidate, (Except late fee of Rs.250/- forms) failing which it will not be accepted.
7. 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.

8. Payment of fee must be in the form of consolidated **Demand Draft course wise** only. Any other mode of payment is not accepted.
9. The application forms of the candidates who have put in the required percentage of attendance only to be forwarded to the University.
10. Application forms **will not** be accepted from the colleges after **28-08-2010**

***Dr. Ajmeera Ragan***  
ADDL. CONTROLLER OF EXAMINATIONS

***Prof.S. Ram Reddy***  
CONTROLLER OF EXAMINATIONS

**Copy to:**

1. The Dean, Faculty of Arts/Commerce/Science/Social Sciences, KU.
2. All the Heads of Departments, KU.
3. All the Chairpersons, Board of Studies, KU.
4. The Director, S.D.L.C.E., KU.
5. The Dean Academic Affairs, KU.
6. The Director, Publication Cell, KU. With a request to issue ICR forms for the I Year students and Manual forms to II, III Year and Ex. Candidates.
7. The Finance Officer, KU.
8. The Joint Registrar (Academic/Administration), KU.
9. The Manager, State Bank of Hyderabad, KU/SBH, Subedari, Hanamkonda.
10. The Secretary to Vice-Chancellor, KU.
11. The P.A. to Registrar, KU.
12. All the Sections of Examinations Branch, KU.
13. The Dean, College Development Council, KU.
14. The Public Relation Officer, KU.
15. The Director, Student Welfare Centre, KU

## **ANNEXURE**

### **RULES OF PROMOTION**

1. Promotion from I year to II year shall be irrespective of the number of backlog papers but however subject to the condition that candidate should have appeared for the annual examinations.
2. Promotion from II year to III year shall be subject to the condition that the candidate should have appeared for II year and passed at least 3 papers (excluding Indian Heritage and Culture & Science and Civilization) of I year and II year put together.

### **RULES FOR AWARD OF DIVISION**

- a) A candidate in order to become eligible for I/II Division in part - I will be required to pass the part - I papers of the II year in one attempt besides passing the I year papers of part - I either earlier to or along with the II year papers.
- b) A candidate in order to become eligible for I/II Division under part - II shall be required to pass all the papers of III year under part - II in one attempt, besides passing I year and II year papers under part - II, either earlier to or along with the III year papers.

### **RULES FOR IMPROVEMENT**

#### **I. Improvement Rules during the Course of Study**

- a) A candidate who has passed in the papers of I/II year completely can improve his/her performance in one or more papers of I/II year in the immediate next examination with provision to retain the better of the two results.

Note: i) No candidate will be permitted to appear for improvement examination of any year along with the backlog papers of that year.

- ii) The candidates are permitted to appear for paper wise improvement in I & II year subjects during the course of study only, subject to the eligibility rules.

- b) A candidate after passing the III year examination completely can improve his/her performance by appearing for all the papers of III year in the immediate next examination and better of the two results can be retained.

#### **II. Improvement Rules after Completing the Course:**

All such candidates who could not avail the improvement chances during the course of study as per the above rules can avail the improvement chance after completion of the course as per the following procedure:

- a) A candidate who has passed in the papers of part-I examination shall be permitted to appear and pass all the papers of part-I after passing the degree course completely.
- b) A candidate who has completely passed the degree course shall be permitted to improve the performance in Part-II by appearing for all the part II papers of I year, II year & III year or all the papers of III year.
- c) A candidate is permitted to appear twice for improvement during the period of 3 years from the date of completion of his/her degree.

- d) The better of the two marks in aggregate secured by the candidate shall be taken for the purpose of improvement.