



KAKATIYA UNIVERSITY

WARANGAL - 506 009

No. 262/E2/KU/2013

25th July, 2013

NOTIFICATION

It is hereby notified for information to all the candidates pursuing of I, II and III years Ex and Improvement of **B.A./B.B.M./B.Com/B.Sc.** courses of this university who desires to appear for the Supplementary Examinations to be held in the month of **September/October 2013**, 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 12-08-2013
2. With a late fee of ₹ .20/- 19-08-2013
3. With a late fee of ₹ .250/- 26-08-2013

Fee Particulars

COURSES	I Year ₹	II Year ₹	III Year ₹
B.A./ B.Com.(General)/B.B.M For 3 or more papers	530/-	530/-	530/-
Upto 2 papers	430/-	430/-	430/-
B.A./B.Com. & B.Sc (Computers) (For 3 or more papers)	630/-	630/-	630/-
Upto 2 papers (B.A/ B.B.M/B.Com / B.Sc)	530/-	530/-	530/-
Improvement for each paper (B.A/ B.B.M/B.Com / B.Sc)	300/-	300/-	300/-

Instruction to 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 and 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.

Guidelines for Principals

1. The application forms can be obtained from the **Director, Publication Cell, Kakatiya University, Warangal** on payment of prescribed amount.
2. The principals are informed to upload the application forms online through URL: kuonline.co.in. For any help, the Principals may contact helpline on the above website. However, the principals have to submit the hard copy of examination forms along with copy of computer generated nominal roll uploaded to COE.
3. Following is the schedule for submission and uploading the forms and nominal rolls.

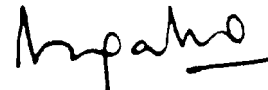
Fee Particulars	Last date for payment of exam fee	Last date for consolidated payment of fee by the Principal (through D.D.)	Last date for submission and uploading the application forms along with nominal rolls & D.D. to the C.O.E.
Without Late Fee	12-08-2013	14-08-2013	16-08-2013
With a late of ₹ . 20/-	19-08-2013	21-08-2013	23-08-2013
With a late of ₹ . 250/-	26-08-2013	28-08-2013	31-08-2013

4. To submit the application forms as per the above schedule without fail otherwise **penalty ₹ . 5000/-** (Course wise) will be imposed.
5. Application forms should be submitted along with
 - i. **1 Soft copy** and **3 hard copies** of nominal rolls in the prescribed proforma.
 - ii. No dues Certificate form the Academic Brach, KU.
 - iii. No dues Certificate form Dean, College Development Council, KU.
 - iv. No dues Certificate form Dean, Academic Affairs, KU.
6. The candidates with late fee of ₹ .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 (₹ .250/-) forms should be submitted to the Controller of Examinations on or before **31-08-2013**, through college nominal rolls.
7. Every application must possess a receipt of payment issued by the college towards examination fee collected from the candidate, (Except late fee of ₹ .250/- forms) failing which it will not be accepted.
8. Application forms should be **scrutinized and uploaded** 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.

9. Payment of fee must be in the form of consolidated **Demand Draft course wise** only. Any other mode of payment is not accepted.
10. The application forms of the candidates who have put in the required percentage of attendance only to be forwarded to the University.
11. Application forms **will not** be accepted from the colleges after **31-08-2013**.



Dr. B. Venkatram Reddy
ADDL. CONTROLLER OF EXAMINATIONS



Prof. M. V. Ranga Rao
CONTROLLER OF EXAMINATIONS

Copy to:

1. The Dean, Faculty of Arts/Commerce/Science/Social Sciences, KU.
2. All the Principals of Constituent / Affiliated Colleges KU, WGL / ADB / KNR / KMM
3. All the Heads of Departments, KU.
4. All the Chairpersons, Board of Studies, KU.
5. The Director, S.D.L.C.E., KU.
6. The Dean, College Development Council, KU.
7. The Dean Academic Affairs, KU.
8. The Director, Publication Cell, KU. With a request to issue
9. Manual forms to I, II & III Year (Ex. Candidates)
10. The Finance Officer, KU.
11. The Joint Registrar (Academic/Administration), KU.
12. The Manager, State Bank of Hyderabad, KU / SBH, Subedari, Hanamkonda.
13. The Secretary to Vice-Chancellor, KU.
14. The P.A. to Registrar, KU.
15. All the Sections of Examinations Branch, KU.
16. The Public Relation Officer, KU.
17. 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 CIE/EST/SCN/ICM/OAN) of I year and II 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.