

Controller of Examinations

**E-mail coe@yenepoya.edu.in
Ph: 0824 – 2204768 Fax: 2204768**

YU/COE/EXAM/BOT/Notification 2/October/2021

Date: 29.09.2021

NOTIFICATION

Sub: Conduct of University Examinations for I semester (Repeater) & II Semester BOT
– October 2021 Session- Reg

Ref: YU/COE/EXAM/Notification 1/October Session /2021 date: 27.09.2021

In continuation of this office notification cited above, the schedule regarding the submission of application and fee details are notified as follows.

Schedule for compliance by the Institution :

Date of issue of Application forms of Examination	12.10.2021
Last date for payment of Examination fee	16.10.2021
Last date for payment of Examination fee with fine of Rs. 200/-	18.10.2021
Last date for payment of Examination fee with fine of Rs. 500/-	20.10.2021
Last date for submission of filled application forms by the colleges to the University	21.10.2021
Last date for submission of Attendance & I.A. Marks to the University	16.10.2021
Date of Commencement of the Examinations	26.10.2021

Fee details - Colleges have to collect the following fees from the candidates

Fee for Examination Application Form :	Rs. 150/-
Fee for Marks Card :	Rs. 250/-
Examination Fee :	Rs. 450/- per paper

Instructions to the Principal/Dean:

1. **Attendance:** Furnish attendance of all the candidates by calculating the Attendance up to the last working day of Course/ Term – on or before due date. There is no provision for condonation of Attendance.
2. **Internal Assessment Marks:** I. A. should be submitted on or before the due date.
3. Please notify this examination notification along with the Instructions to the candidate prominently on the Notice Boards of the Institution for the benefit of the students.

Instructions to the Candidates:

1. Candidates should affix the latest stamp size photo (2 No) on the application form.
2. The candidate should verify the final I.A marks/ Attendance and report any discrepancies found to the office.
3. Signing in the IA marks/Attendance list is mandatory before obtaining the Hall ticket and no claim will be entertained thereafter for any change in the IA marks / Attendance.
4. The Application received after the due date will not be considered.
5. In case if the Hall Ticket is lost a duplicate Hall Ticket can be obtained from the Office of the Controller of Examinations by submitting a latest stamp size photo and by paying Rs.200/- and a request letter from the candidate through the Dean, failing to which the candidate will not be permitted to appear for the examinations.

The filled in examination application forms along with the statement showing the details of Names of the Candidates, Register No's , Subject appearing and Fees Paid should be sent to the Controller of Examinations on or before due date

B. T. Nishit

Controller of Examinations

To,

The Dean, Faculty of Allied & Healthcare Professionals

The HOD, Department of Occupational Therapy