



OFFICE OF THE REGISTRAR
DIBRUGARH UNIVERSITY, DIBRUGARH - 786004

No.: DU/EX/DCE-A/ SEM/NOV.-DEC./CIR./15/7620

Date: 31.08.2015

NOTIFICATION

To

The Principal

All Affiliated / Permitted Colleges under Dibrugarh University

Sub.: B. A. / B. Sc. / B. Com. 1st / 3rd / 5th Semester Examinations, 2015 form and fees.

Sir / Madam,

Applications in Computer Generated Examinations Forms are invited from the eligible candidates for admission into the **B. A. / B. Sc. / B. Com. 1st / 3rd / 5th Semester Examinations** to be held in the month of November-December, 2015. The hard copy of the Computer Generated Examinations Forms along with a CD containing excel sheet for appearing and non-appearing candidates will be issued to all colleges from **9th September 2015 onwards** which can be collected from the **EDPS section** of the University.

In connection to this, you are requested to do the needful to submit the filled in Examination Forms of the candidates along with the fees required for the purpose on or before 7th October (Wednesday), 2015. This date is being fixed by the office of the undersigned to avoid the technical difficulties of the process of preparing pre - examination documents within a short stipulated time and to send the same to the concerned colleges in time.

As the whole programme under Semester system is fixed in the Academic Calendar of the University therefore, no forms and fees will be accepted by the university under any circumstances after the 7th October (Wednesday), 2015. University authority will not be responsible for non consideration of such form(s) or application(s) forwarded by the principal (s) of any affiliated / permitted college (s) under Dibrugarh University **AFTER 7TH OCTOBER (WEDNESDAY), 2015.**

During the process of submitting the documents for the above examinations, following instructions may kindly be noted very carefully:

1. Detail statement of fee, forms etc.	One copy of each programme is required for computerised processing.
2. Consolidated statement of number of candidates in different subjects. (To be submitted to the office of the undersigned on or before 18 th September (Friday), 2015.	The formats of 1st, 3rd & 5th Semester Examinations are enclosed herewith for your convenience to submit the same in time.
3. SC / ST candidates	To be identified in the statement.

4. Fees to be remitted to the University for the 1st / 3rd / 5th Semester B. A. / B. Sc. / B. Com. Examinations, 2015:

A. Examination Fees:	General Course	Rs. 400.00
	Major Course	Rs. 575.00
B. Fees for the 1 st , 3 rd & 5 th Semester carry over courses (for both Major / Speciality & General Courses)	i. For one paper	i. Rs. 250.00
	ii. For two or more than two papers	ii. Full fees of the examination concerned.
C. Practical Examination fees*	1. 1 st / 3 rd Semester.	Rs. 340.00
	2. 5 th Semester.	Rs. 440.00
* Practical fee is to be retained by the College and not to be remitted to the University.		
D. Mark Sheet fee		Rs. 100.00
E. Non Collegiate fee		Rs. 500.00**
** Applicable for attendance deficient as per Clause – 9 (i) of D.U Regulations for B.A/B.Sc./B.Com. Programmes in the Semester System, 2010 and for the backlog candidates who have registered in the University on or before 2012 subject to the availability of legitimate chance(s).		
F. Late fine		Rs. 200.00 (See point no. 9 below)
G. Centre fees		Rs. 200.00***
*** Not to be remitted to the University		
Betterment Permission Fee (Clause No. 10 (h) of the Dibrugarh University B. A. / B. Sc. / B. Com. Semester Regulations, 2010)		Rs. 300.00

IMPORTANT

5. As per the Academic Calendar of Dibrugarh University for the academic session January 2015 to December 2015, the last date of submission of Internal Assessment records (marks) of the students of B. A. / B. Sc. / B. Com. Programmes under Semester System (odd semesters i. e., 1st, 3rd & 5th) by the colleges to the University is **5th November, 2015 (Thursday). THEREFORE, NO INTERNAL ASSESSMENT MARKS WILL BE ACCEPTED BY THE UNIVERSITY UNDER ANY CIRCUMSTANCES AFTER 5TH NOVEMBER (THURSDAY), 2015.**

6.

Moreover, the office of the undersigned would like to request you kindly to send the Consolidated Statement of Number of Candidates of 1st, 3rd and 5th Semester Examinations 2015 of different subjects in the enclosed format positively on or before 18th September (Friday), 2015. Any kind of alteration and resubmitting the same after the date will summarily be rejected.

7. Some of the colleges have not yet deposited the **affiliation fees / permission fees, annual affiliation fee of the sports board and fees for section permission etc.** to the University. It is therefore requested to clear the outstanding fees before submission of Examinations forms and fees. Please ignore the same if already paid.
8. As per the **Clause No. 10 (g)** of the Dibrugarh University Regulations for the B. A. / B. Sc. / B. Com. Programmes in the Semester System, 2010, “ **Colleges are requested to conduct all kind of Practical Examinations of the students prior to the end semester examinations**”. In connection to this, to avoid the expected technical difficulties due to the final examinations of schools and winter vacations thereafter may we request you kindly to do the needful for holding **Practical Examination on Micro Teaching and Practice Teaching of Education (Major) Paper 505** within the month of October as per your convenience.
9. **For issuing Examination related documents to the colleges in time, authority of the College / Colleges under Dibrugarh University is / are requested not to forward any Examination Form after 7th October (Wednesday), 2015. Under Very Special Case with Valid Reason, the University may accept such type of form till 16th October (Friday), 2015. After the 16th October (Friday), 2015 University authority will not be responsible for rejecting such cases.**

Counted on your valued cooperation.

Sd/- (Dr. D. P. Rajkhowa)
Deputy Controller of Examinations ‘A’
Dibrugarh University, Dibrugarh.

Enclosure:

1. Consolidated Statement of Number of Candidates in different subjects for 1st, 3rd & 5th Semester Examinations, 2015.

Memo No. : DU/EX/DCE-A/ SEM/NOV.-DEC./CIR./15/7621-32

Date: 31.08.2015

Copy to:

1. The Vice – Chancellor, Dibrugarh University, for favour of kind information.
2. The Registrar, Dibrugarh University, for favour of kind information.
3. The Controller of Examinations, Dibrugarh University, for favour of kind information.
4. The Dy. Controller of Examinations C, Dibrugarh University for information.
5. The Dy. Registrar (Academic), Dibrugarh University for information.
6. The Dy. Registrar (F & A) Dibrugarh University for information.
7. The Assistant Controller of Examinations, Dibrugarh University for information and necessary action.
8. The System Administrator, EDPS, DU for information and necessary action.
9. The System Administrator, Internet Centre, DU for information **with a request to upload the same at the University Website for wide circulation.**
10. The Dealing Assistant, Exam. (B), D. U. for information and necessary action.
11. Cash Counter / PNB, D. U. for information and necessary action.
12. Office file.

Sd/- (Dr. D. P. Rajkhowa)
Deputy Controller of Examinations ‘A’
Dibrugarh University, Dibrugarh.