



DIBRUGARH UNIVERSITY
DIBRUGARH-786 004
ASSAM

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Memo No. DU/DCE (A)/Exam. Form-Odd Semesters/2016/8241

Date: September 6, 2016

NOTIFICATION

It is hereby notified for information of all concerned that applications in Computer Generated Examination Forms are invited from the eligible candidates for admission into the **B. A. / B. Sc. / B. Com. 1st, 3rd and 5th Semester Examinations** to be held in the month of November, 2016. The hard copy of the Computer Generated Examination Forms along with a CD containing excel sheet for appearing and non-appearing candidates will be issued to all colleges from **20th September 2016 onwards** which can be collected from the **EDP section (EDPS)** of the University.

In the above context, all the concerned colleges are hereby requested to follow the “Academic Calendar for the General Degree Colleges of Dibrugarh University, 2016” to submit the filled in Examination Forms of the candidates along with the requisite fees **on or before 3rd October (Monday), 2016 (without late fine) and 5th October (Wednesday), 2016 (with late fine). Incomplete forms, forms without fee and forms received after 5th October, 2016 will be rejected straightway and no correspondence will be entertained in this behalf.**

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

1. Detail statement of fee, forms etc.	One copy of each programme is required for computerized processing.
2. Consolidated statement of number of candidates in different subjects. [To be submitted to the office of the undersigned on or before 22 nd September (Thursday), 2016]	The formats of 1st, 3rd & 5th Semester Examinations are enclosed herewith.

3. Fees to be remitted to the University for the 1st, 3rd and 5th Semester B. A. / B. Sc. / B. Com. Examinations, 2016:

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/Compulsory/Elective/Skill based Courses)	i. For one paper ii. For more than one paper	i. Rs. 250.00 ii. Full fees of the examination concerned
C. Practical Examination fee*	1. 1 st and 3 rd Semester	Rs. 340.00
	2. 5 th Semester	Rs. 440.00
* Practical fees 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. 5 below)

G. Centre fee		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 INFORMATION

1. As per the concerned Academic Calendar of Dibrugarh University as mentioned above, the last date of submission of Internal Assessment marks of the 1st, 3rd and 5th Semester students of B. A. / B. Sc. / B. Com. Programmes by the colleges to the University is **5th November, 2016 (Saturday)**. Therefore, no Internal Assessment marks will be accepted by the university under any circumstances after **5th November (Saturday), 2016**.
2. The Consolidated Statement of number of Candidates of 1st, 3rd and 5th Semester Examinations 2016 of different subjects are to be submitted in the enclosed format positively **on or before 22nd September (Thursday), 2016**. Any kind of alteration and resubmitting the same after the date will be summarily rejected.
3. 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 Examination forms and fees. Please ignore the same if already paid.
4. 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**”. As such to avoid the expected technical difficulties due to the final examinations of schools and winter vacations, the concerned colleges are requested to hold the **Practical Examination on Micro Teaching and Practice Teaching of Education (Major) Paper EDNM- 505** within the month of October as per convenience.
5. For smooth conduction of the ensuing Examination, the Colleges under Dibrugarh University are requested not to forward any Examination Form after 5th October (Wednesday), 2016. Under Very Special Cases with proper justification, the University may accept such type of form till 5th October (Wednesday), 2016 with late fine as stated above. After the aforesaid date, University will not be responsible for rejecting such cases.

Looking forward for kind cooperation from all concerned.

Sd/-Arinjit Hazarika
Deputy Controller of Examinations (A)
Dibrugarh University

Enclosure:

- Formats for Consolidated Statement of Number of Candidates in different subjects for 1st, 3rd & 5th Semester B.A./B.Sc./B.Com. Examinations, 2016.

Memo No. : DU/DCE (A)/Exam. Form-Odd Semesters/2016/8242-55

Date: September 6, 2016

Copy to:

1. The Hon’ble Vice – Chancellor, Dibrugarh University, for favour of information.
2. The Registrar, Dibrugarh University, for favour of information.
3. The Controller of Examinations, Dibrugarh University, for favour of information.

4. The Principals/Directors of the Colleges/Institutes affiliated to/permitted by Dibrugarh University conducting B.A./B.Sc./B.Com. Programmes, for kind information and necessary action.
5. The Principals of North Lakhimpur College (Autonomous), Lakhimpur and J.B. College (Autonomous), Jorhat for kind information and necessary action.
6. The Deputy Controllers of Examinations 'B' and 'C', Dibrugarh University for kind information.
7. The Deputy Registrar (Academic), Dibrugarh University for kind information.
8. The Officer on Special Duty (F & A), Dibrugarh University for kind information.
9. The Assistant Controller of Examinations, Dibrugarh University for kind information and necessary action.
10. The System Administrator, Dibrugarh University for kind information and necessary action.
11. The Programmer, Dibrugarh University for kind information **with a request to upload the notification in the University Website for wide circulation.**
12. The Dealing Assistant, Exam. (B), Dibrugarh University for information and necessary action.
13. The Branch Manager, Punjab National Bank, Dibrugarh University campus for kind information and necessary action.
14. Office file.

Sd/-Arinjit Hazarika
Deputy Controller of Examinations (A)
Dibrugarh University