



DIBRUGARH UNIVERSITY
DIBRUGARH-786 004
ASSAM

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Memo No. DU/DCE (A)/Exam. Form-Odd Semesters/2017/224

Date: September 8, 2017

NOTIFICATION

It is hereby notified for information of all concerned that applications in Computer Generated Examination Forms are invited from the colleges for 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 2017. The hard copy of the Computer Generated Examination Forms will be issued to all colleges **from 14th September (Thursday), 2017** onwards which are to be collected from the EDPS Section of the University. The soft copy of the Excel sheet containing the list of candidates along with the other details shall be available in the University website www.dibru.ac.in

The last date for submission of filled in Examination Forms of the candidates along with the soft copies and requisite fees in the University is **11th October (Wednesday), 2017** without fail. Incomplete forms, Excel sheets without marking 'Y' or 'N' in the 'App' column, forms without fee and forms received after 11th October, 2017 will be rejected straightway and no correspondence will be entertained in this behalf. The subjects, viz. COSK (Computer Skill), CMSK (Communication Skill), ITAB, ITPB, etc. are also to be entered in the subject columns of the excel sheet. *Colleges are requested to submit the Examination Forms well ahead of the last date in order to avoid the last minute rush and inconvenience.*

The instruction as laid down hereunder should be followed by the colleges:

1. Last date of submission of Examination Forms by the students in the concerned Colleges	As per the convenience of the colleges
2. Last date of submission of Examination Forms by the Colleges at the University	11 th October (Wednesday), 2017
3. Detail statement of fee, forms etc.	One copy of each programme is required for computerized processing.
4. OBC/SC/ST candidates	To be identified in the statement
5. List of Non-Collegiate and Dis-Collegiate students along with the name of the Examinations should be submitted without fail.	

6. Fees to be remitted to the University for the **1st Semester (newly admitted students in 2017) B. A. / B. Sc. / B. Com.** Examinations, 2017:

Examination Fees	General Course	Rs. 450.00
	Major Course	Rs. 650.00
Fees for the 1st Semester backlog 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
Practical Examination fee*	*To be retained by the College and not to be remitted to the University	Rs. 380.00
Marksheet fee		Rs. 150.00
Non Collegiate fee		Rs. 700.00** (For students admitted in 2017)/Rs. 500.00** (For backlog candidates)
** Applicable for those candidates who doesn't have requisite attendance 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 in 2014 or before subject to the availability of legitimate chance(s).		
University Centre fee		Rs. 250.00***
*** Not to be remitted to the University		
Betterment Permission Fee [Clause No. 10 (h) of the Dibrugarh University Regulations for the B. A. / B. Sc. / B. Com. Programmes in the Semester system, 2010]		Rs. 300.00

7. Fees to be remitted to the University for the **3rd and 5th Semester B. A. / B. Sc. / B. Com.** Examinations, 2017:

Examination Fees:	General Course	Rs. 400.00
	Major Course	Rs. 575.00
Fees for the 3rd and 5th Semester backlog 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
Practical Examination fee*	1. 3 rd Semester 2. 5 th Semester	Rs. 340.00 Rs. 440.00
* Practical fees is to be retained by the College and not to be remitted to the University		
Marksheet fee		Rs. 100.00
Non Collegiate fee		Rs. 500.00**
** Applicable for those candidates who doesn't have requisite attendance 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 in 2014 or before subject to the availability of legitimate chance(s).		
Centre fee		Rs. 200.00***
*** Not to be remitted to the University		
Betterment Permission Fee [Clause No. 10 (h) of the Dibrugarh University Regulations for the B. A. / B. Sc. / B. Com. Programmes in the Semester system, 2010]		Rs. 300.00

IMPORTANT INFORMATION

1. Colleges are requested to submit the **big size detail statement of fees** in the order as (i) candidates pursuing Major courses should be shown serially, (ii) candidates pursuing General courses should be shown serially (iii) candidates appearing in backlog papers (one paper and more than one papers) should be shown serially. This is especially required to expedite the process of checking the statements manually without any hassle. **The soft copy of the big size detail statement of fees is also attached herewith which may be used by the colleges.**
2. The Admit cards and other relevant documents pertaining to the Odd Semester Examinations shall be issued in the fourth week of October, 2017. As such the colleges are requested to visit the University website or contact the EDPS Section for any update.
3. The Colleges are requested to conduct all kinds of Practical Examinations of the students prior to the End Semester Examinations and send the Practical Marks in the format to be provided by the University along with the answer scripts **by 30th November (Thursday), 2017.**
4. 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 **30th November, 2017 (Thursday).**
5. The colleges that have not deposited the affiliation fees / permission fees, annual affiliation fee of the sports board and fees for section permission etc. to the University are requested to clear the outstanding fees before submission of Examination forms and fees. Please ignore the same if already paid. For details the concerned colleges may contact the office of the Director, College Development Council.
6. The Examination Fees should be deposited in the form of Bank Draft drawn in favour of the Registrar, Dibrugarh University payable at Punjab National Bank, Dibrugarh University Branch (IFSC Code: PUNB0994000).
7. *For any queries related to the hard copy of the Examination Forms and the Excel sheet, please feel free to contact Mr. Sadiq Hussain, System Administrator, Dibrugarh University at e-mail: sadiq@dibru.ac.in or Mobile No. 9435246192.*
8. **It may clearly be noted that the last date for submission of filled in Examination Forms shall not be extended beyond 11th October (Wednesday), 2017 under any circumstances. As such the colleges are requested to inform the students well ahead to submit the same on time.**

Looking forward for kind cooperation from all concerned.

Issued with due approval.

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

To

All the Principals of the affiliated/permitted colleges of Dibrugarh University conducting B.A./B.Sc./B.Com. programmes

Copy to:

1. The PS to the Hon'ble Vice-Chancellor/Registrar, Dibrugarh University, for kind information.
2. The Controller of Examinations, Dibrugarh University, for kind information.
3. The Director, College Development Council, Dibrugarh University, for kind information.
4. The Deputy Controllers of Examinations 'B' and 'C', Dibrugarh University for kind information.
5. The Deputy Registrar (Academic), Dibrugarh University for kind information.
6. The Assistant Registrar (F & A), Dibrugarh University for information.
7. The Assistant Controller of Examinations, Dibrugarh University for information and necessary action.
8. The System Administrator, Dibrugarh University for information and necessary action.
9. The Programmer, Dibrugarh University for information with a request to upload the notification in the University Website for wide circulation.
10. The Dealing Assistant, Examination (A), Dibrugarh University for information and necessary action.
11. The Dealing Assistant, Examination (B), Dibrugarh University for information and necessary action.
12. The Branch Manager, Punjab National Bank, Dibrugarh University campus, for kind information with a request to accept the fees in the form of Bank Drafts only.
13. Office file.

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