



(Accredited by NAAC with 'A+' Grade)

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**CONTROLLER OF EXAMINATIONS
OSMANIA UNIVERSITY
HYDERABAD – 500007**

No.115/PGD/Exams/2023

Date: 01.03.2023

NOTIFICATION

It is hereby notified for the information of all the candidates concerned that the **Junior/ Senior /Advanced Diploma in French/German (Regular)** Examinations are scheduled to be held in the Month of **April, 2023**. The detailed Time-Table will be issued in due course.

FEE PARTICULARS:

- | | |
|--|--|
| i) Fee for all Papers | Rs.1000/- + Rs.100/- (Memo of Marks) = Rs.1100/- |
| ii) Examination Processing fee
(For Fresh Candidates Only) | Rs.500/- |

The candidates who are appearing First time for the University Examination are required to pay University processing fee of **Rs.500/-** in addition to the normal fee of examination once in a course of time.

The payment of examination fee and submission of examination application forms is as follows:-

- | | |
|--|------------------------------|
| b) Last date for payment of examination fee without late fee and submission of Examination forms at the respective College. | Monday
13.03.2023 |
| b) Last date for payment of examination fee with a late fee of Rs.300/- and submission of examination application forms at the respective College. | Friday
17.03.2023 |

Fee paid once cannot be refunded or adjusted.

SPECIAL INSTRUCTIONS TO THE PRINCIPALS :-

The college login will be closed on the last date i.e. 17.03.2023 at 5.00 p.m.

- The late fee amount will be levied automatically in case the fee is not remitted to the O.U. A/c and forms are not submitted as per the above schedule.
- Principals are requested not to forward/submit the EAF of **Not Eligible Candidates**. The results of Not Eligible candidates **will be cancelled at any stage**, if they write the examination.
- FEE PAID ONCE CANNOT BE REFUNDED OR ADJUSTED FOR ANY FUTURE EXAMINATION .**

P.T.O

The Blind, Physically Disabled, Deaf & Dumb students (who have 40% of minimum Disability) **need not to pay Examination Fee** as per O.U Order No. 1555/228/2007-08/Budget-V, dated: 25-03-2008. **A Xerox Copy of Medical Certificate** must be attached to the EAF.

Candidates should enclose their Xerox copies of Degree Certificates of the qualifying Examination duly certified by the Principal. Candidates from other Universities should enclose their Original Migration Certificate with a fee of **Rs.300/-** addition to Examination fee.

The Principal is requested to forward all the Examination forms duly certified on or before **23.03.2023** without fail. Forms received after **23.03.2023** will be levied penal fees of **RS. 2000 /- per day.**

The Principal is requested to transfer the Consolidated fee amount through Online/NEFT/RTGS for credit into the "Registrar, O.U. Examination Fee fund Account" A/C NO 52198262033 State Band of India (SBI), O.U. Branch, IFS Code "SBIN0020071".

The Principal will be held responsible for any lapse in transfer if amount from the bank to the "Registrar, O.U. Examination Fee fund Account."

The Principal is requested to verify the eligibility of the candidates for admission to the above course and forward the examination application form duly certified.

Further, the Principal is requested to enclose the list of admitted candidates for the year **2022-2023** signed by the Director, P.G. Admissions along with the candidates data 2 (two) soft copies, 2 (two) hard copies, approved copy from Academic Audit Cell, O.U. and clearance certificate from Nodal Officer, Statistical Cell, O.U

NOTE:

- ❖ As per notification not eligible student's data will be deleted/removed from the result process at any stage even if Hall Ticket is issued.
- ❖ Examination application forms will not be accepted without fulfilling the above conditions.

G. Anjuna
ACOE
1/3/2023

Anjuna 2/3/2023
CONTROLLER OF EXAMINATIONS

Copy to:-

1. The Principal, Univ. College of Arts & Social Sciences, O.U.
2. The Head, Concerned Department, O.U.
3. The Addl. Controller of Examinations (Confidential), O.U.
4. The Addl. Controller of Examinations (EDP Section), O.U.
5. The Asst. Registrar (Stores), Exam Branch, O.U.

