

BANGALORE



UNIVERSITY

Office of the Registrar (Evaluation),
Pareeksha Bhavan, Jnanabharathi, Bangalore- 560 056

Ex.IVA/UG/Exam Fee Notification/2014-15,
Dated: 25-09-2014.

To
The Principals of all Affiliated Arts/Science/Commerce/BBM/BCA/BHM Colleges.

Sir,

Sub: Collection of I/III/V Semester BA/B Sc/B Com/BBM/BCA (2K8)/B Sc(H Sc)/BASLP
I, III, V & VII Semester BHM etc., Examination Fees- Procedure and other
instructions for Nov./December -2014 examination.

Ref: 1. This office No. Ex.IVA/UG/Exam Fee Notification/2014-15, Dated: 10.09.2014.
2. BCWD Notification No.:BCK/SS/CR-34/2014-15, Dated:14.08.2014.

The student organizations have complained that the colleges are collecting Examination Fees from OBC and other students and some colleges are collecting fees higher than prescribed by the university. Hence the need of this letter.

The Principals of the colleges are not supposed to demand the prescribed examination fees from SC/ST students of Karnataka. The fees prescribed to be paid by them will be reimbursed by the Social Welfare Department on submission of the On-line Post-Metric applications by the SC/ST students. The Principals of the colleges shall obtain the reimbursement of fees by forwarding the Online Post-Metric applications to the Social Welfare Department. The fees will be remitted to Principal's account DIRECT by CASH TRANSFER from Social Welfare Department.

Therefore Principals of the colleges shall not collect the prescribed examination fees from the Category-1, 2A, 2B, 3A, 3B and other students. Cat-1 students whose Parents' Annual Income is less than or equal to Rs.2.5 lacs and other students whose Parents' Annual Income is less than or equal to Rs.1.0 lac are eligible to apply for the reimbursement of fees. In the case of these students, the Backward Class Welfare Department will reimburse the examination fee on submission of Fee concession application to the concerned office along with the documents mentioned in the notification of the BCWD Notification No. BCK/SS/CR-34/2014-15, Dated:14.8.2014 (website: Karepass.cgg.gov.in or www.backwardclasses.kar.nic.in).

The Principals of the colleges are responsible to get the reimbursement of examination fees of Category-1, 2A, 2B, 3A, 3B and other students from the Backward Classes Welfare Department.

I request you to kindly adhere to the above guidelines.

Thanking you

Yours Sincerely

REGISTRAR (EVALUATION)

25/09/14



Office of the Registrar (Evaluation),
Pareeksha Bhavan, Jnanabharathi, Bangalore-560056

Ex.IVA/UG/Exam Fee Notification/2014-15,
Dated: 10-09-2014.

NOTIFICATION

Sub: Collection of I/III/V Semester BA/B Sc/B Com/BBM/BCA (2K8)/B Sc(H Sc)/BASLP
I, III, V & VII Semester BHM etc., Examination Fees- Procedure and other
instructions for Nov./December -2014 examination.

Ref: 1. U.O.No. ACA-I/R3/Revised Calendar of Events/2014-15, Dated:26.06.2014.
2. Govt. Order No. ಸಕಇ ರ& ಪಕದಿ ೨೦೧೩, ಬೆಂಗಳೂರು, ದಿನಾಂಕ:೨೭-೦೬-೨೦೧೩.
3. BCWD Notification No.:BCK/SS/CR-34/2014-15, Dated:14.08.2014.
4. The Vice-Chancellor Approval Dated:05-09-2014.

It is hereby notified that, the procedures for collection of examination fees for I, III and V Semester BA/BSc/B.Com/BBM/BCA (2K8)/B Sc(H Sc)/BASLP/I, III, V & VII Semester BHM etc. examination and filling of examination application forms are to be followed as detailed below. The Officers/Officials of Examination Section of BU and Principals and their staff of affiliated colleges have to follow the procedures laid down scrupulously as done during previous examinations.

1. The Principals of all Affiliated UG colleges have to use the PASS WORD issued to them during previous examination for downloading the examination fee collection pro-forms of Nov./Dec.-2014 examinations from the website www.attristech.com/bu. By using the password the colleges can access the format of examination on the screen, course wise and semester wise. The colleges have to enter all the details required in the pro-forma of each candidate in the format. After entering the details of all the candidates, such as course/semester, subject appearing, category and fees, the colleges can download the filled pro-forma of each candidate. The colleges have to collect the fees as per the fees notified hereunder from the candidates.
2. The colleges have to download individual application form after filling all particulars in the system itself and submit the same along with necessary documents. The colleges have to take the photos of the candidates through web camera. If the web camera is not available or if there is no facility to scan the photos, such colleges have to download the filled in application form and collect the photos from the candidate and paste in the space provided on the downloaded application form.

Payment of examination fee and submission of examination application forms/DDs:

a	Last Date for Payment of examination fee and submission of duly filled examination application forms to the college by the candidates (Fresher and Repeater) WITHOUT FINE	30-09-2014
b	Last Date for Submission of DD and duly filled downloaded examination application forms by the colleges to the Registrar (Evaluation) (without Fine)	03-10-2014
c	Last date for payment of examination fee with Fine of Rs.200/-	07-10-2014

d	Last date for submission of DD and duly filled downloaded examination application forms by the colleges to Registrar (Evaluation) with Fine	10-10-2014
e	Hosting of admission tickets on the website	10-10-2014
f	Last Date for submission of Question Paper Indent along with one set of candidate list (for verification) to the Confidential Section	10-10-2014

- 3. PROCEDURE FOR SUBMISSION OF EXAMINATION FORMS AND PAYMENT OF EXAMINATION FEE:**
- The Bangalore University has introduced collection of examination Fees through on-line for all UG courses.
 - The Principals have to collect the exam fees as per the schedule shown above.
 - The Principals should obtain the DD for examination fees collected immediately on the next day of the last date fixed for the collection of examination fees.
 - The Principals have to use the same PASS WORD issued previous years for accessing examination application form, and the New colleges have to obtain the Pass Word by submitting application along with affiliation order and Mobile Number of the Principal.
 - University will host the list of candidates of 1st, 3rd and 5th semesters Freshers and Repeaters course wise/semester wise with register numbers on the website www.attristech.com/bu.
 - The list of 1st Semester Fresh candidate will be hosted after Admission approval on the website www.attristech.com/bu.
 - After entering the password, the Principals will get the course wise list of 1st, 3rd and 5th semester candidates. Under course wise list, the list of candidates with register number will be displayed on the screen.
 - When the register number of the candidates are entered on the system, his/her application form will be displayed on the screen with all the subjects of 1st, 3rd and 5th semesters.
 - Colleges have to tick the subject for which the candidate is appearing for the exam. If a subject is not displayed, the colleges have to enter the subject and tick the subject in the colour provided in the system.
 - If any candidate's (Fresher or Repeater) information is not found on the website, then there is a provision on the website for the Principal to add the details of the left out candidates.
 - After ticking all the subjects, the computer will automatically display the total amount of examination fees to be paid by the candidate.
 - Thereafter, the Principal may take print outs of the Student copy, College copy and University copy. After taking the print outs, the colleges have to verify the fees printed in the downloaded examination application with the fees notified in the examination fees Table-1 and Table-2. Collect the examination fees from the candidates and issue the student copy with seal and signature of the Principal to them.
 - On the last day of the notified date, the system will get automatically locked and the colleges can take print out of the total number of candidates, total amount to be paid, course-wise and semester-wise. On that basis the colleges have to obtain **Examination Fee Demand Draft** drawn in favour of the **Finance Officer, BUB** and submit the same to the **Deputy Registrar (city office)** along with **three sets of downloaded candidate list** to issue examination admission tickets and nominal rolls.
 - For extension of any dates in payment, the same procedure has to be followed with fine on notified dates mentioned in the fee extension notification.
 - Principals shall ensure that, only those students who have fulfilled the attendance requirement as laid down in the regulation of the course, shall be allowed to fill in the examination application and only such students shall be permitted to appear for examination.

4. TABLE-1: DETAILS OF EXAMINATION FEES TO BE COLLECTED FROM GENERAL MERIT STUDENTS:

1 Sl.No.	2 COURSE	3 I, III, V & VII Semester Whole Examination fee** (Rs.)	4 I, III, V & VII Semester Repeaters per Paper fee** (Rs.)
1	B.A./B.A.(Music)	315	110
2	B.Com.	460	180
3	B. Sc./BASLP	375	110
4	B.Sc.(FAD)	2345	590
5	BBA(BBM)	1210	315
6	BHM	1560	315
7	BVA	1560	315
8	BCA	1560	415

**In addition to Examination Fee shown in Table-1, Common Fees also to be collected as per Table-2

TABLE - 2: COMMON EXAM FEES FOR SUBJECTS WITHOUT PRACTICAL, WITH PRACTICAL Etc.

Sl.No.	Particulars	Subject with Practical & Viva-Voce/Project/Dissertation	Subject with Practical only	Subject without Practical
1	Examination Application Fee	Rs. 25	Rs. 25	Rs. 25
2	Marks Card Fee	Rs.130	Rs.130	Rs.130
3	Scrutiny Fee	Rs. 10	Rs. 10	Rs. 10
4	Examination Processing Fee	Rs. 50	Rs. 50	Rs. 50
5	Practical Examination Fee (For Each Practical)	Rs. 50	Rs. 50	-
6	Viva-voce/Project/ Dissertation	Rs.150	-	-

- 5.a) The Principals of the colleges are not supposed to demand the prescribed examination fees from SC/ST students of Karnataka. The fees prescribed to be paid by them will be reimbursed by the Social Welfare Department on submission of the On-line Post-Metric applications by the SC/ST students. The Principals of the colleges shall obtain the reimbursement of fees by forwarding the Online Post-Metric applications to the Social Welfare Department. The fees will be remitted to Principal's account DIRECT by CASH TRANSFER from Social Welfare Department).
- b) The Principals should ascertain that the SC/ST students have submitted the following photocopies of the documents (attested by the Gazetted Officer) along with on-line Post-Metric Application (on which the photo of the student and 15 digit Registration Number is displayed):-
1. Caste Certificate of the Student issued by the Tahsildar.
 2. Parents' Annual Income Certificate (less than or equal to Rs.2.5 lacs) issued by the Tahsildar. (valid up to 5 years) (If the parent of the student is a State/Central Government Employee, salary slip shall be insisted along with the Income Certificate).
 3. Previous Year Marks Card/Result sheet.
- c) However, if the above documents are not found to be enclosed along with the Online Post- Metric application, the Principals shall collect the prescribed fee from the students.
- d) In case of non-receipt of Scholarship/Fee reimbursement of a particular student from the Social Welfare Department for the reasons mentioned therein by the Social Welfare department, that student shall be directed to pay all the prescribed admission and other fees, odd and even semester examination fees before appearing for the next semester examination.

BCWD Notification No. BCK/SS/CR-34/2014-15, Dated: 14.08.2014.

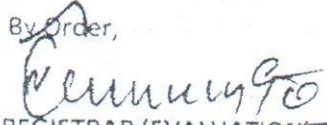
- e) As per Govt. Order No. BCK/589/BMS/2013, dated: 5.10.2013 & 6.8.2014, the Tuition, Laboratory, Examination, Library and Sports Fee (the amount of fees prescribed by the University or the maximum limit of fees fixed by the BCWD, whichever is less) of Category-1, 2A, 3A, 3B and other students will be reimbursed to the concerned College Bank Account, for the students who are eligible for admission to the said course and year, subject to the condition that the Annual Income limit which is reflected in the Govt. Order.
- f) Therefore Principals of the colleges shall not collect the prescribed examination fees from the Category-1, 2A, 2B, 3A, 3B and other students. Cat-1 students whose Parents' Annual Income is less than or equal to Rs.2.5 lacs and other students whose Parents' Annual Income is less than or equal to Rs.1.0 lac are eligible to apply for the reimbursement of fees. In the case of these students, the Backward Class Welfare Department will reimburse the examination fee on submission of Fee concession application to the concerned office along with the documents mentioned in the notification of the BCWD Notification No. BCK/SS/CR-34/2014-15, Dated: 14.8.2014 (website: Karepass.cgg.gov.in or www.backwardclasses.kar.nic.in).
- g) The Principals of the concerned colleges are responsible to get the reimbursement of examination fees of Category-1, 2A, 2B, 3A, 3B and other students from the Backward Classes Welfare Department (BCWD) of the Government. If the fees of a particular student are not reimbursed by the BCWD for the reasons mentioned therein by the BCWD, such a student shall be directed to pay the prescribed examination fee/the difference amount of the university examination fee and the examination fee reimbursed by the BCWD and remit the same (both Odd and Even semester examination fees) to the University at the time of submission of examination application of even semester examination.
- h) The Principals of the colleges should give undertaking to the effect that they would get the reimbursement of examination fees of students and remit them to the university.
- i) The fee reimbursement is not applicable for repeaters who belong to SC/ST/Cat-1, 2A, 3A, 3B and other students of Karnataka and SC/ST students of other states. Hence the Principals shall collect the prescribed fees from the repeaters and SC/ST students of other states.
6. The mere payment of examination fee and submission of application does not entail the student to appear for the examination, unless he/she fulfills all the conditions of the course laid down in the regulation of the course by the University.
7. The Practical examinations time-table for the course wherever prescribed will be notified by the Chief Superintendent of the concerned examination centre. The practical examination should be conducted from 13-10-2014 and complete before the start of theory examination. After the completion of all the practical examinations, the practical OMR sheets should be inserted in coloured covers, semester wise, course wise, subject/paper wise and seal the same. Sealed Practical OMR sheets covers should be submitted to the Office of the Registrar (Evaluation), Natural Science Block, Central College Premises, Dr. Ambedkar Veedhi, Bangalore-560 001 on or before 31.10.2014. Detailed Time Table for Theory Examination will be notified in due course.
8. Colleges have to collect the blank practical OMR sheets and the coloured covers from the Office of the Registrar (Evaluation), Natural Science Block, Central College Premises, Dr. Ambedkar Veedhi, Bangalore-560 001 on or before 10.10.2014.
9. The Internal Assessment marks/Grading (as applicable) shall be submitted through on-line or before 23.10.2014 to the University website www.attristech.com/bu using the same Pass Word given previous year, and also hard copy of the Internal Assessment marks/Grading (as

applicable) should also be submitted on or before **23.10.2014** to the Registrar (Evaluation), Natural Science Block, Central College Premises, Dr. Ambedkar Veedhi, Bangalore-560 001.

10. Late submission of examination applications and DD if any, to the University by the colleges will attract the penal fee of Rs.5000/-.
11. Question Paper Indent Pro-forma will be hosted on University web site www.attristech.com/bu during the Third week of **September -2014**, the same should be downloaded and filled. The filled question paper indent (Hard Copy only) along with one set of candidates list (for verification and return) should be submitted to the Confidential Section, Examination Branch, Natural Science Block, Central College Premises, Dr. Ambedkar Veedhi, Bangalore-560 001 on or before **10.10.2014**, failing which Rs.5000/- will be imposed as penal fee for late submission.
12. As per regulation governing UG courses, a candidate should complete his/her degree course within SIX Academic Years from the date of admission to the First Semester.
13. As per University notification No. Ex/DR/Permission/2013-14 Dated: 03.02.2014, the students who have completed their courses and could not complete their degrees are permitted to appear for 1st, 3rd, 5th and 7th Semester examinations as one time measure subject to the condition that i) They shall have passed at least 50% of the subjects/papers in each semester, ii) They shall study and pass the examinations/subjects as per the existing syllabus only.

BA/B.Sc./B.Com/BBM/BVA/BHM students with register numbers starting with 04 and onwards are eligible to appear for the I, III, V & VII Semester examinations. The BCA students admitted during 2000 and onwards are eligible to appear for the I, III & V Semester examinations in the existing syllabus.

By Order,


REGISTRAR (EVALUATION)

25/09/14

To.

The Principals of all Affiliated Arts/Science/Commerce/BBM/BCA/BHM Colleges.

Copy to:

1. PS to VC/Registrar/Registrar/Registrar(Eva)/Finance Officer, BUB.
2. All Officers/Superintendents of Examination Branch, BUB.
3. Sri Avnish, Attris technologies Pvt. Ltd., Bangalore, with a request to host the above notification on the Bangalore University website, and also to send SMS alert to all the Principals of the UG colleges affiliated to Bangalore University. Further, he is required to keep open the website to enable the colleges to upload the details of students as and when they pay examinations fee.
4. FC/OC.