



OFFICE OF THE CONTROLLER OF EXAMINATIONS  
MAHATMA GANDHI UNIVERSITY  
NALGONDA-508 254

No. 346 /MGU /B.Ed./Exams/2018-19

Dated: 17.11.2018

NOTIFICATION

**B.Ed. Sem I REGULAR EXAMINATION FEE NOTIFICATION**

It is hereby notified for the information of all concerned that the *B.Ed. I-Year I-Semester Examinations for the Academic Year 2018-19 Regular* can appear Theory along with Practical Examination under the Jurisdiction of this University which will be held in the month of **December, 2018** The Time-Table will be issued in due course. The schedule for payment of Examination fee and submission of Examination Application forms, duly completed in all respects at the Office of the Principals of the concerned College(s) are shown below:

Descriptions	Last Dates	
	Without late fee	With late fee of Rs.200/-
<b><u>To Students</u></b> Payment of Examinations fee and submission of Examination application forms at their respective colleges.	<b>05.12.2018</b>	<b>10.12.2018</b>
<b><u>To Colleges</u></b> 1. Remittance of consolidated Examination fee through a SBH Challan Account No. 62422450289 (Bank Code No. 21270) 2. Preparation & Submission of E.A.F. Online	<b>07.12.2018</b> <b>07.12.2018</b>	<b>12.12.2018</b> <b>12.12.2018</b>
Submission of printed EAF form along with NR & Fee Abstract etc to the Exam Branch, MGU	<b>15.12.2018</b>	
<b>Note: No application will be accepted after the last date of submission from any college and also honored direction from any corner</b>		
<b>Note: Principals are requested to forward the applications of those candidates whose attendance is more than 75%.</b>		

### Examination Fee Structure:

The Prescribed Examination fee is Rs.900 + Rs.60/- (Memorandum of Marks) + Rs.60/- (Provisional Certificate Charges) + Examination Processing Fee is Rs.300 /- i.e., Total fee of Rs.1320/-

*Please do not collect the Exam Fee from Blind, Physically Disabled, Deaf & Dumb students as per O.U Order No. 1555/228/2007-08/Budget-V, dated: 25-03-2008. A Xerox Copy of Medical Certificate confirming their status as Handicapped (minimum percentage of disability must be of 40%) must be attached to the Application forms. Blind, Physically Disabled, Deaf & Dumb Students Application forms should be submitted separately along with Separate Nominal Roll.*

### General Conditions to the Students of Regular (2018-2019)

1. Candidates are advised to enclose the Xerox copies of Qualifying Degree Certificate to their Examination Application forms along with Migration Certificate (Original) & Rs.125/- towards the Migration fee has to be paid by other than MGU candidates.
2. Name of the Candidate and Father's Name should be same in the Ed-CET Rank Card, Hall Tickets & Convenor List and it should tally with the Name in the Qualifying Degree Certificate.

### GENERAL CONDITIONS TO THE PRINCIPALS: -

3. The Examination Application Forms (EAF) are to be submitted online through college login. Also, hard copy of the same may be downloaded and submitted to the Examination Branch duly signed by the student and the Principal concerned along with photocopy of qualifying examination (user manual is enclosed). Xerox Copies of Examination Application Forms & photographs will not be considered.
4. The Principals are requested to verify and forward all the ONLINE APPLICATION FORMS immediately WITH OUT LATE FEE FORMS AND WITH A LATE FEE FORMS ON OR BEFORE 15.12.2018.
5. The Principals are requested to pay the examination fee for received application forms and **not to pay the fee for un-received application forms**. Any excess fees for un-received application forms is not refundable. **Individual demand drafts submitted by the students will not be accepted.**
6. The Principals are requested to verify and forward all the ONLINE APPLICATION FORMS immediately along with the **Name List (Nominal Roll)** in prescribed proforma, subject-wise data & fee particulars in duplicate.
  - i) A copy of MGU Affiliation Orders for the Academic Year 2018-2019.
  - ii) NO DUES CERTIFICATE from Academic Branch MGU,
  - iii) Ed-CET Convenor List .
  - iv) No Objection Certificate from the Director, Academic Audit Cell, MGU.
  - v) Consolidated Students attendance sheets / Statement verified through the Head, Dept. of Education.
  - vi) Management Quota list approved by the AP State Council of Higher Education.
  - vii) List of candidates approved by The Director, Directorate of Admissions, MGU.

viii) Minority status certificate issued by the Minority Commissions, Govt. of AP in case of College with Minority Status.

***ix) ALL THE PRINCIPALS ARE REQUESTED TO SUBMIT THE PRACTICAL MARKS LISTS ALONG WITH THE EXAMINATION APPLICATION FORMS ONLY. FAILING WHICH THE APPLICATION FORMS WILL NOT BE ACCEPTED.***

7. Nominal Rolls should be generated using the Students Admissions Information Systems (SAIS) that is distributed to the Colleges, submit two soft copies (2 CD's) and two hard copies of nominal rolls to the Controller of Examinations after due verification by the Director, Academic Audit Cell, MGU.
8. The Principals of the Colleges are required to submit the application forms in the Office of the Controller of Examinations after obtaining the Endorsement from the Director, Academic Audit Cell, and MGU. Applications failing which will not be accepted.
9. **No Applications will be accepted beyond 15.12. 2018 from any college.**
10. Principals of the colleges are requested to submit the Application forms at the earliest possible date without waiting for the cutoff date and furnish the details in the given proformas.



CONTROLLER OF EXAMINATIONS

**Copy for the information and necessary action to:**

1. The Principals of concerned B.Ed Colleges.
2. The Head, Dept. of \_\_\_\_\_
3. The Director, Directorate of Academic Audit, MGU.
4. The Secretary to Vice-Chancellor, MGU.
5. The P.A. to Registrar. MGU.
6. The Public Relations Officer. MGU.