



BERHAMPUR UNIVERSITY
BHANJA BIHAR, BERHAMPUR – 760 007, GANJAM, ODISHA

No. 1396 / Exam. /Gen. (UG)

Date: 15.3.2018

NOTIFICATION

This is notified for all concerned that the form fill up of +3 2nd and 4th Semester Examinations, 2018 shall be held on on-line procedure as per the following schedule.

Tentative dates of commencement of examinations

2nd Semester – 23.6.2018

4th Semester – 24.7.2018

SCHEDULE OF ON-LINE FILLING UP OF FORMS

Examinations	Examination fee per Candidate (in Rs.)	Form fill-up Date		With fine of Rs.2000/-
		Without Fine	With a fine of Rs.400/-	
2 nd Semester Arts, Science, & Commerce (Hons/Regular) (Fresh // Fail // Absent // Grade Replacement)	Rs.900/- (Extra Rs.100.00 for Practical Examination)	02.4.2018	21.4.2018	From 03.5.2018 up to 10 days prior to the date of commencement of Examinations
		to	to	
20.4.2018	02.5.2018			
4 th Semester Arts/Science/ Commerce (Hons/Regular) Fresh candidates	Rs.900/- (Extra Rs.100/-for Practical Examination)	02.4.2018	21.4.2018	
		to	to	
20.4.2018	02.5.2018			

Grade Replacement: Regulation.11: (Theory Courses only)

NB: A candidate can exercise Grade Replacement procedure only once for a particular course (Earlier known as paper) in subsequent two chances only. A candidate may be allowed to avail this facility for not more than two papers at a time. (2) The University Examination Roll No. once allotted for the First Semester Examination shall continue the same for all the TDC Examinations.

In case of late publication of any of the TDC Semester Examination, 2016-17 Results, the Fail // Absent // Grade Replacement Candidates shall be allowed to fill the forms within 15 days from the date of Publication of the results of the concerned Examination as without fine, another 7 days with a fine of Rs.400/- and five more days with a fine of Rs.2000/-

All payments should be made on on-line basis using SB collect. While depositing the examination fee the college shall retain with them @ Rs. 100/- (rupees one hundred) only per candidate towards the centre expenses /contingent expenses per semester examination from the fee collected from the students towards the examinations. In case of tagging of the college to some other college for conduct of the examinations in respect of the candidates of their colleges, the Principals are requested to deposit the amount on this score at the tagged examination centre on proper receipt before commencement of the Examinations and release the Admit Cards for issue to the respective candidates.

GUIDELINES FOR ON-LINE FORM FILL UP

The on-line form fill up of the students (Regular, and grade Replacement) for the ensuing TDC CBCS (Semester) Examinations 2017-18 shall be done by the Colleges through the link <https://berhampuruniversity.silicontechlab.com/buerp/build/index.php>. Further advice in this regard shall follow through e-mail only.

LIST OF DOCUMENTS TO BE SUBMITTED

The following documents are to be submitted by the colleges duly signed by the Principals for verification at the University Office.

- 1 Filled-in examination application forms (online software generated Hard copy) of the eligible students, semester wise, duly signed by the student and the Principal with date and seal **need not be submitted in University Office but should be kept in the College for record and future reference.** The computer generated examination application forms along with copy of the marksheet in respect of the Fail/Absent/Grade Replacement candidates signed by the candidates in his/her own handwriting forwarded by the Principal of the College should be submitted in the University office for verification.
- 2 Computer (online Software) generated stream-wise form fill up data duly signed by the Principals in the following format. The data should not differ from that of SAMS list of Students and the list of names contained in the Return of Matriculate (RoM).

Sl.No.	Roll No.	Regn.No.	Name of the Candidate	Subjects (in detail)	Date of admission
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3. Copy of the Fee Payment e- Receipt duly attested by the Principal.
4. Detail account statement duly furnished and signed by the Principal.
5. Clearance towards deposit of Affiliation fee.
6. Subject statement (Question paper).
7. Photocopy of the letter of Affiliated /Recognized strength of the College in stream wise & subject wise.
8. No dues certificate towards payment of NSS fees, sports fee and cultural fees.
9. The above documents should be submitted at the University Office within Three days after the date of form fill-up.

CERTIFICATE TO BE FURNISHED BY THE PRINCIPAL FOR EACH EXAMINATION.

- 1 The name of the students as detailed in the alphabetic list of TDC (CBCS) _____ Semester,2018 (Arts ,Science, and Commerce) Examinations,2018 are in accordance with the SAMS admission list of students of the respective years and Return of Matriculates submitted to the University.
- 2 The name of the student as detailed in the list is eligible to appear at the TDC _____ are as per the provisions under the Statute and the TDC CBCS Regulations.
- 3 I have verified their Original Certificate of the qualifying Examination and the Registration Receipt.
- 4 Their Conduct has been good.
- 5 They have studied diligently and have satisfactorily passed the college periodical examinations and other tests and there is all probability of their passing the examinations.
- 6 They have maintained the required percentage of attendance in the subject(s)/stream for which the candidates have applied and have undergone the required practical(s) for the subject(s) as per the provisions of the Status and the TDC Regulations.
- 7 Nothing is known to me against their moral character.

Signature of the Principal with date and seal

The Principals are requested to ensure submission of final forms of the examinees for the examination in conformity with the Regulations.

All further communications in this regard shall be uploaded in the University Web-site. The Principals are, therefore, requested to verify the University web-site // e-mail regularly to keep them updated on further communications.

NB: The Controller of Examinations, Berhampur University may be contacted for any discrepancy /deficiency detected in this Notification, immediately. Contact Mobile No.9437358526 for any ambiguity while filling the forms of the examinees on online procedure.

Abink
14/03/2018
Controller of examinations
Berhampur University

Memo No.1397 (126) / Exam. /Gen. (UG)

Date: 15.3.2018

Copy to:

1. (Speed post//e-mail) The Principals of all affiliated Degree Colleges under Berhampur University for information and necessary action. (Encl: Grade Replacement // Second and Fourth Semester form).
2. The Secretary to the Vice-Chancellor// P.A. to the Registrar for kind information of the Vice-Chancellor // Registrar, Berhampur University respectively.
3. The Comptroller of Finance, Berhampur University for kind information.
4. The Deputy Registrar (Academic) for information and necessary action.
5. The Officer-in-Charge, Stores //, Section Officer, Examination-Confidential (UG) Section// Papersetting Section for information.
6. The Dr. S.N. Tripathy, Web Master, Department of Computer Science with a request to upload the notification in the University Web Site.
7. The Director, BPCC, Berhampur University for information. He is, further, requested to render necessary advice to the NIC personnel in this regard (ON-LINE FORM FILL-UP)

Abink
14/03/2018
Controller of Examinations
Berhampur University