SCHOOL OF DISTANCE EDUCATION
University of Kerala
Palayam, Thiruvananthapuram

No.Ac.II/Exam.2015   Dated: 01/06/2015

CIRCULAR

Sub:-*Conduct of II M A/M Sc/M com Examination June/July2015. Instructions regarding filling up of the forms of application for registration to the examination*

Students are requested to note the following.
1. Application can be downloaded from *website. www.ideku.net. (Downloads -> Forms and Brochures -> Examination Form) & www.keralauniversity.ac.in*
2. Passport size photographs of the applicant should be affixed on the Hall Ticket and Application form. Photograph need not be attested.
3. Application **Shall not be sent to the Controller of Examinations directly without the Counter Signature of the Director IDE**
4. Students are eligible for registration to the University Examinations only if they have paid the tuition fee fully for the academic year 2014-2015.
4. Students will be promoted to the *II* year of the course only if they complete *first* year of the course and register themselves for the **first** Year of examination.
6   Examination and Tuition fee should be remitted separately and the examination fee should be attached to the examination application form.
7   Fee shall be remitted by crossed draft in favour of the <u>Finance Officer, University of Kerala</u> Drawn from <u>SBI/SBT</u> branches /District/<u>State Co-operative Bank</u>. Those who remit fee by DD have to Pay an additional amount of Rs.10/- Fees Can also be remitted at the Cash Counters in Palayam Campus and at the Jana Sevana Kendram (Friends)
8. Students who fail to secure 50% attendance are directed to remit Rs.500/- as exemption fee as DD/Challan.
9. Students shall write **their Enrolment Number in full on the Column provided for IDE Sl.No.8**
10. Students are directed to furnish the Register number of their previous appearances in appropriate column

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Fees: Final (First appearance/Reappearance)   **(Total-Rs.1875/-with project work**
Rs.150/- for each theory paper   **Rs.1775/- with Essay paper)**
Rs.100/- for mark list.
Rs. 200/- for CV Camp.
Rs.125/- for Viva Voce, Rs.250/- for Project

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11. Reappearance Candidates have to remit Rs.50/- as Registration Fee

Last Date of remittance of Exam fees and submission of application forms are detailed below:

Name of examination	Last date of submitting application in the IDE office			Date of Commencement of Examination
	Without fine	With a fine of Rs.50/-	With Super fine of Rs.250/-	
M A/M Sc/ M com (Final)	**08-06-2015**	**10-06-2015**	**12-06-2015**	**29-06-2015**

12. Students belonging to BPL category need to pay only 50% of Examination fee. BPL candidates shall submit a copy of BPL certificate along with application

13. Reappearance candidates shall submit the application form in the box provided in the Controller of Exam Building.

14. Final candidates shall attach copy of Degree Certificate along with application form.

15. Details of Exam Centre will be notified later

DIRECTOR