REVISED

UTKAL UNIVERSITY
VANI VIHAR: BHUBANESWAR-4.

No. EX.-I./268/E- 18126 /2023   Date: 29|09|2023

From

    The Controller of Examinations,
    Utkal University, Vani Vihar,
    Bhubaneswar-4.

To

    The Dean/Principal,
    1. **SCB Medical College & Hospital, Cuttack;**
    2. **Acharya Harihar Post Graduate Institute of Cancer, Cuttack;**

Sub: Filling up of forms for the **DM/M.Ch Examination -2023 (2020 -23 AB).**

Sir,

    Please take necessary steps to fill up of the forms of the eligible candidates of your department/College/Institution as per the University regulations for the **DM/M.Ch Examination -2023** on the dates as mentioned below:-

Sl No.	Particulars	Date
1.	Last date of submission of forms in the University Office **without late fee**.	**13.10.2023**
2.	Last date of submission of forms in the University Office **with late** fee of **Rs. 200/**	**18.10.2023**
3.	Late fee of Rs. 500/- will be claimed before the commencement of the examination	**After 18.10.2023**
4.	Emergency late fee for examination form fill-up (prior to three days of Examination) – Rs 2,000/-	**prior to three days of Examination**

    The failed/repeat candidates, if any, are allowed to fill up their forms within 7(seven) days from the date of publication of result without late fee as per rules.

    The application forms duly filled in along with examination fees, account statement and alphabetical list in triplicate, photo copy of University affiliation order & recognition order of the Govt., photo copy of the mark-sheet to previous examination and subject statement as well as an undertaking should be submitted before the undersigned positively on the aforesaid dates by **03.00 PM**. The receipts of the fees deposited towards **CDC, Sports, NSS and Subject Fees** etc. should be submitted along with the forms.

    The consolidated amount in respect of the examination fees etc. in the shape of Bank Draft/Cheque along with a copy of the accounts statement shall be deposited in University Cash Unit, so as to obtain cash receipt to that effect. The original cash receipt shall be enclosed to the application forms at the time of submission of the forms.

The examination fees etc. shall be collected from the eligible candidates as per the rates detailed below:-

Examination Fees: **Rs 6100/-(Rs 4500/- for College**
                                           Rs 1600/- for University)

For Back paper examination, a candidate has to pay per paper @ ....
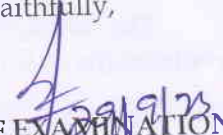If he/she appears in less than 50% of the papers in that examination,50% or above papers, full amount to be paid as per rules.

Centre Charge to be kept in the centre		
To meet the centre expenses.	-	Rs.150/-
Addl.Centre Charge (New centre for 3 Years)	-	Rs. 50/-
Enrolment Fee	-	Rs. 50/-
Fee for Marks	-	Rs. 100/-
Fee for Supervision	-	Rs. 20/-
Fee for Re-registration	-	Rs. 40/-
Late fee if any	-	Rs. 200/- & 500/-(as mentioned at the reverse)
Fees for Provisional	-	Rs 100/-

(Only for **Final Year Student**)

Besides , a sum of **Rs.200/-** (Rupees **Two hundred**) only shall be collected from each candidates appearing at the final examination only towards the fee for issue of **Original Certificate** and the consolidated amount in the shape of separate Bank Draft/Cheque be deposited in the University Cash Unit.

All Bank Drafts/Cheques in support of deposit of fees shall be drawn in favour of **COMPTROLLER OF FINANCE, UTKAL UNIVERSITY** payable at State Bank of India, Utkal University Campus Branch.

* Lastly, you are requested to instruct the verifying officer to verify the application forms minutely as per rules & regulations of the University /Govt. and put his signature, seal and date furnish the certificate as "**VERIFIED ALL PARTICULARS & FOUD CORRECT**" on the top of the of the each form as specified, Both the Principal/HOD and the Verifying Officer will be held responsible for any irregularities made therein & also be liable for any lapses if found later on.

Yours faithfully,

CONTROLLER OF EXAMINATIONS
Date: 29/09/2023

No. Ex.-I./268/E- 18127 /2023
Copy forwarded to:-
1. The Secretary to Vice Chancellor/P.A. to the Registrar /Steno to the Controller of Examinations, Utkal University,
2. The Asst. Programmer, **Exam. Computer Cell**, Utkal University,
3. The Section Officer, **Ec-IV/Ec-V/Cash Unit**, Utkal University,
         for information and necessary action.

CONTROLLER OF EXAMINATIONS