



BHARATHIAR UNIVERSITY : COIMBATORE-46.

O/O THE CONTROLLER OF EXAMINATIONS

SCHOOL OF DISTANCE EDUCATION

Website: www.b-u.ac.in

Ph.No.91-422-2428189, 2428190, 2428191 Fax No.91-422-2427514

**ALL UG/PG/MCA/MBA/EXECUTIVE MBA/B.ED/M.ED/DIPLOMA/PG DIPLOMA (SDE)
EXAMINATIONS –DECEMBER 2017**

INSTRUCTIONS FOR FILLING THE APPLICATION FORM FOR ARREAR CANDIDATES

NOTE: (i) The instructions given below may be read carefully before filling the enclosed application form

(ii) Any wrong entry in the application will result in rejection of the application.

(iii) Entries shall be legible and neat

APPLICATION ITEM NO.	INSTRUCTIONS
1.	Write Month and year of examination
2	Write the name of examination centre and the code number (Refer list of Centres provided below).
3.	Write your name legibly in capital letters, with initials at the end.
4	Write your date of birth
5	Write your Enrolment Number.
6	Write the University Examination Register Number allotted to you in the previous appearance.
7	Write the latest month & year of examination during which you have appeared for the said (SDE) examinations.
8	Write your postal address with contact mobile/Phone No. clearly. (with STD code)
9	Write the name of the degree
10	Write the title of the Theory subjects, Practical /Viva-voce you appear for and their computer codes (Refer concerned course Time-table).
11.	Enter details of amount paid as examination fee (Refer details of fee given below) Candidates can apply and choose any centre as Examination centre

12THEORY EXAMINATION CENTRE :-

STATE	Centre	Code No.	State	Centre	Code No.
TAMILNADU	CHENNAI	01	KERALA	CALICUT	20
"	COIMBATORE	02	"	COCHIN	21
"	ERODE	04	"	IRINJALAKUDA	22
"	GUDALUR	05	"	KANJIRAPPALLY	23
"	MADURAI	07	"	MALAPPURAM	26
"	SALEM	12	"	PALAKKAD	28
"	TRICHY	15	"	THRISSUR	30
"	PALANI	72	"	TRIVANDRUM	31
A.P.	HYDERABAD	33	"	KARUNAGAPALLY	KE
KARNATAKA	BANGALORE	37	NORTH INDIA	MUMBAI	46
NORTH INDIA	AHMEDABAD	39	"	ORISSA	47
"	DELHI	41	"	AURANGABAD	57
"	KOLKATTA	45	--	-----	--

12 a (i) If the strength of the candidates in a centre is less than 100 per session, the examination centre will be merged with the nearby centre.

12a (ii) No change of centre will be allowed under any circumstances.

12a(iii) Candidates cannot be permitted to take up the examination at their own risk. Only the candidates possessing Hall Ticket and Identity Card will be permitted to take up the examinations.

EXAMINATION FEE:-

Particulars	UG/ DIPLOMA	PG/PG DIPLOMA	MBA	MCA	B.ED.	M.ED.
Each theory paper	100	175	400	400	225	350
Each practical paper	200	275	400	400	400	600
Project and Viva Voce(*)	200	275	750	500	--	--
Statement of Marks	100	100	150	150	150	150
Special improvement fee	--	750	750	750	--	--
Cost of application form	50	50	100	100	100	100
Postal expenses	200	200	200	200	200	200
Centre fee: for outside Tamilnadu students only	500	500	500	500	500	500
Provisional Certificate**	250	250	250	250	250	250
Consolidated Statement of Marks***	250	250	250	250	250	250

*For candidates who have under taken project work only. ** For final semester / final year candidates only *** - Lateral entry candidates need not apply.

The payment of fee shall be made in the form of a single Demand Draft drawn in favour of “**THE REGISTRAR, BHARATHIAR UNIVERSITY, COIMBATORE – 46**”. Payment in any other mode will not be accepted. **NAME AND REGISTER NUMBER** of the candidate and the purpose for which the Demand Draft is sent should be written on the backside left hand top of the Demand Draft without fail. They should not sign on the D.D.

Candidates who have lack of attendance and have not compensated, need not send their applications.

Candidates may obtain their hall tickets from the Chief Superintendent of the respective centre three days before the commencement of the examinations. Hall tickets will be issued only on production of the ID card issued by the Director, School of Distance Education.

If a candidate has applied for the examination and paid all fees and for any reason does not receive intimation, from the office of the Controller of Examinations, he/she should meet the Chief Superintendent/University Representative of the respective centre with all necessary documents one day before the commencement of his/her examination, to get permission to write the examination.

Note: The Controller of Examinations reserves the right to allot any examination centre other than the centre in which the candidate has preferred to appear.] The examinations should be written only in the examination materials supplied by the University. The examinations written in the materials which have not been supplied by the University cannot be taken up for valuation.

Candidates who applied for revaluation/retotalling may also apply for arrear examinations of same papers without waiting for the results of revaluation.

OTHER INSTRUCTIONS /INFORMATIONS:

Candidates can apply and appear **for improvement** for one or more theory papers within one year after the completion of the PG course and such improvement is restricted for one time only and on **submission of their original mark statement**. The fee for improvement is Rs.750/- in addition to other regular examination fee. **“Application for Improvement Examinations”** should be written on the top of the application form.

After the publication of results, the Provisional Certificate, Consolidated and statement of marks will be directly sent by Registered Post to the candidates concerned. The University is not responsible for loss in transit.

Change of address if any should be intimated to this office at once, failing which the candidate may not receive the any letter/certificate from this office in time.

The Theory Examinations will commence from December 08, 2017. The detailed written examination time-tables are available in the University Website www.b-u.ac.in. Date and venue of Practical and Project /Viva Voce examinations will be intimated later to the candidates concerned.

LAST DATE FOR RECEIPT OF FILLED-IN APPLICATION WITHOUT FINE	16.10.2017
LAST DATE FOR RECEIPT OF FILLED-IN APPLICATION WITH A FINE OF Rs.100/-	27.10.2017
NO APPLICATION WILL BE ENTERTAINED AFTER	27.10.2017

The filled-in application with Demand Draft shall be sent to “ **THE CONTROLLER OF EXAMINATION, Bharathiar University, Coimbatore - 641 046 superscribing on the top of the cover “SDE EXAM APPLICATIONS”** by Registered Post with Acknowledgement so as reach the Controller of Examinations, Bharathiar University, Coimbatore **on or before 16.10.2017 without fine and up to 27.10.2017 with fine. Late receipt of applications beyond the stipulated date will not be entertained even if the Demand Draft/Challan is drawn prior to the due date(s).**

Dr. GLADYS LEEMA ROSE
CONTROLLER OF EXAMINATIONS.

COIMBATORE - 46.
DATE : 21.09.2017