

UNIVERSITY OF PUNE



EXAMINATION FEES	NON-PROFESSIONAL	PROFESSIONAL	REMARKS
ONLINE EXAM FORM PROCESSING FEE	Rs. 20/-	Rs. 30/-
C.A.P FEE	Rs. 75/-	Rs. 125/-	For each Examination
STATEMENT OF MARKS	Rs. 75/-	Rs. 125/-	For each Examination
PASSING CERTIFICATE	Rs. 75/-	Rs. 125/-	Those Candidates who have paid this charges previously need not pay again.
Practical (Out of turn)	Rs. 75/-	Rs. 125/-
Duplicate Admit Card	Rs. 125/-	Rs. 160/-
Super Late fee upto 15 days after the Last date of late fee.	Rs. 1300/-	Rs. 1300/-	College should sent Super Late fee forms to the University within 5 days after expiry of the each date.

NOTE: Blind students are exempted from the payment of examination fee and writer fee also.

UNIVERSITY OF PUNE



Schedule for Examinations of Practical & Oral October/November 2014.

S.r.	Name of the Examination Practical/ Oral/Viva-voce	Date of the Practical / oral/Viva-voce Examination
1	F.Y.B.A.(Practical)	Practical Examination will be conducted by the respective Colleges before/after Theory Examination.
2	S.Y./T.Y.B.A.(Practical)	10/10/2014 to 17/10/2014
3	M.A. /M.SC./B.Lib. & I.Sc. M.J.M.C. (Practical)	Before Theory Examination
4	F.Y.B.Sc.(Including Vocational), F.Y.B.Sc(Computer Science) & F.Y.B.Sc (Biotechnology) (Practical)	Practical Examination will be conducted by the respective Colleges before/after Theory Examination.
5	S.Y/T.Y.B.Sc. (Including Vocational) , S.Y/T.Y.B.Sc (Computer Science) (Practical) S.Y./T.Y.B.Sc (Biotechnology) (Practical)	10/09/2014 to 24/09/2014
6	M.Sc. (Biotechnology) (Practical) M.Sc. , M.Sc (Tech.), M.Sc (Computer Science) / M.C.S. & M.C.A.	07/11/2014 to 17/11/2014
7	F.Y.B.Com	Practical Examination will be conducted by the respective Colleges before/after Theory Examination.
8	S.Y./ T.Y.B.Com. (Including Vocational)	15/09/2014 to 30/09/2014
9	B.B.A., B.C.A. & B.B.M. (I.B.)	Practical/Oral/Viva-Voce Examinations will be conducted before Theory Examination.
10	M.Com.	Practical/Oral/Viva-Voce Examinations will be conducted before Theory Examination.
11	LL.B. B.S.L. & All Diploma	Practical/Viva-Voce Examinations will be conducted 7 days before Theory Examination.

12	All Degree & Diploma in Management Examination	Practical/Oral/Viva-Voce Examinations will be conducted before Theory Examination.
13	F.E. & S.E. Online Examinations Phase- I.	Will be declared seperately
14	F.E. & S.E. Online Examinations Phase- II	Will be declared seperately
15	S.E.T.E., B.E., & M.C.A. (Practical/Oral/Project)	06/10/2014 to 18/10/2014
16	Architecture Sessional and Viva - voce & Oral Examination	06/10/2014 to 11/10/2014
17	B. Pharmacy(2008 Pattern)	Before Theory Examination
18	B. Pharmacy(Semester Pattern)	After Theory Examination
19	M. Pharmacy	After Theory Examination

UNIVERSITY OF PUNE



IMPORTANT INSTRUCTIONS

- 1 . The external student should follow the instructions issued separately regarding filling of the examination form. **They should ensure before filling the examination forms that he/she offers subject/s for which teaching is provided in the affiliated colleges for relevant degree course/s.**
- 2 . If the last date of filling the examination forms falls on Holiday/Bank Holiday or any other holiday decided later, the examination forms will be accepted on the next working day. The collegewise examination data and relevant fees should be sent to the University within 5 days after the expiry of the each last date.
- 3 . All the title of the papers will appear in the examination programme. However the question paper will be set only on those papers for which the teaching is provided in the affiliated colleges/recognized institutes/University Departments.
- 4 .
Post Graduate Departmental Examinations will be conducted by the Principals of affiliated Colleges having P.G. Centers/Heads of the University Departments and Director of Recognized Institutes in such a way that, the marks of the Examinations and Departmental Courses are submitted to the University on or before the commencement of the respective examinations. No relaxation will be given in this regard.
- 5 . The Departmental Courses and Term End Examination should be arranged by the Colleges / Departments / Institutes in such a way so that it should not clash with the dates of the University examinations.

6 Examination Fee for backlog paper :

- a) A student who has a backlog of any Term/Semester/Part/Year except the course(s) in the Faculty of Management, Engineering and Pharmacy will have to pay half of the examination fee upto 50% of course/s prescribed for that Term/Semester/Part/Year, e.g. In case of number of course(s) / Paper(s) for Term/Semester/Part/ Year is seven then, 50% fees will be charged up to four papers. However a student having backlog of more than 50% courses shall pay full fee prescribed for that examination. In case of backlog course(s) in respect of examinations in the faculties of Management/ Engineering/Pharmacy a fee of Rs.250/- per head of passing of backlog Courses/Subject/Head is prescribed. However, the examination fee for backlog paper(s) should not be charged more than the maximum fee prescribed for that particular examination.
- b) A student having upto 50% backlog of under graduate examination will have to pay 50% examination fee prescribed for that term-end examination. However, a student having backlog of more than 50% courses shall have to pay full fee prescribed for that term-end examination.
- 7 The fee for Project/ Dissertation, other than Ph.D. shall be Rs 300/- for Non-Professional course(s) and Rs.450/- for Professional course(s). This shall be in addition to the examination fee prescribed for the course(s) by the University.
- 8 The Examination fee of Rs.45/- for Professional courses and Rs 40/- for Non-Professional courses, per credit (For University Department only) except Performing Arts course, is prescribed wherever the credit system has been adopted for the course. However, the Examination fee for Courses in Performing Arts, B.A./M.A. (Music, Dance, Drama at Lalit Kala Kendra)(Gurukul System only) is Rs.70/- per credit is prescribed.
- 9 The students who have passed their University Theory Courses and yet to clear internal test, excluding B.Sc. & B.Sc. (Computer Science) will fill up the examination form with minimum fee of Rs.90/- to ensure easy process of the declaration of the result.
- 10 The Senior Supervisors are authorized, to make the appointment of a writer at an examination for a candidate who, in their opinion, is unable to write answer-scripts on serious medical grounds, blind or disabled and learning disabled. The writer to be appointed, must not have passed the examination at which he is appointed to work for the examination. **The concerned writer should not be first relative with Examinee, i.e. Mother-Father, Sister-Brother, Paternal and Maternal Uncle. The concerned Examinee must submit medical certificate from 'Registered Medical practitioner.** The Senior Supervisor shall make a separate seating arrangement for the candidate and the writer .

11 For Handicapped and Learning Disabled:

The Senior Supervisors are also authorized to sanction additional **half an hour** to handicapped and learning disabled students. However students will have to submit the medical certificate of endorsing civil surgeon learning disability. The candidate application must be received through the Principal to the Senior Supervisor concerned.

12 Blind Students:

The Blind students will be given an additional **one hour**, i.e. over and above the prescribed time.

13 The Principals of all Affiliated Colleges/Directors of the Recognized Institutes/Heads of the University Teaching Departments are requested to follow the procedure laid down in Circular No.377 of 1993-94 dated 30-11-93 and subsequent letter No. F/6265 dated 12.2.1994 issued by the Finance Department of the University of Pune for the purpose of following the procedure for filling the examination forms and submitting for College wise examination data to the University. They are further requested to ensure that the examination forms are retained at the college and furnished for verification to University office as and when asked.

The Principals of all affiliated colleges/Directors of Recognized Institutes/Heads of the University Departments are also requested to bring the contents of this Circular to the notice of students, teachers and all other concerned.

Ganeshkhind,
Pune-411 007
Ref.No.XCB/506
Date: 30/06/2014

Dr. V.B.Gaikwad
I/C Controller of Examinations