

# University of Pune



Examination Seat No.
To be filled in by the Office

APPLICATION FORM FOR \_\_\_\_\_ EXAMINATION,

(Under Class Improvement)

As per Ordinance 168

To,

The Controller of Examinations,  
University of Pune, Pune 411007.

Sir,

I request permission to present myself at the \_\_\_\_\_ Examination (as per Circular No. 383 of 2007 dt 7.11.2007) to be held in Apr./Oct. 20 \_\_\_\_ . Under Class Improvement Scheme.

### EXAMINATION DETAILS

1. Name of the Candidate : Write in full in BLOCK LETTERS only.

.....	.....	.....
Surname	Name	Father's/Husband's Name
.....	.....	.....
Mother's Name		

Old Name, if applicable \_\_\_\_\_

2. Name of the Centre at which appearing \_\_\_\_\_  
(Centres allotted in Jurisdiction of University of Pune only)

3.	Male	Female	College Code	
	1	2		
			Centre Code	

4. Address for Correspondence :

\_\_\_\_\_

\_\_\_\_\_

5. Details of previous Exam. passed in lower class :

(i) Name of the Exam. _____	(ii) Month & Year _____
(iii) Seat No. _____	(iv) Permanent Registration No. _____
(v) Marks obtained _____	(vi) Class obtained _____
(vii) Special subjects offered _____	

6. Seat No. \_\_\_\_\_ Year 20 \_\_\_\_ Month \_\_\_\_\_ (If appeared Repeater for Class Improvement Scheme)

7. I pay herewith Rs. \_\_\_\_\_ as Exam. fee, Rs. \_\_\_\_\_ as Statement of Marks fee,  
Rs. \_\_\_\_\_ as late fee (if applicable). C.A.P. fee Rs. \_\_\_\_\_ Examination Form  
Fee Rs. \_\_\_\_\_ Total Rs. \_\_\_\_\_

8. No. of Attempts \_\_\_\_\_ wheather appearing for First or Second/Third attempt \_\_\_\_\_

### DECLARATION

- I hereby declare that I have gone through the Syllabus and Rules & Regulations under C.I.S. (Circular No. 383 of 2007 dt. 7-11-2007, Ordinance 168).
- I have passed the \_\_\_\_\_ Examination with Seat No. \_\_\_\_\_ at the April/Oct. 20 \_\_\_\_ as an external candidate.
- I will be responsible for any errors and wrong or incomplete information supplied by me in the Application Form.
- I will not request or claim for any concession on any ground.

Yours faithfully,

Place : \_\_\_\_\_

Date : \_\_\_\_\_

\_\_\_\_\_  
Signature of the Candidate

( Form should be filled properly by the Candidate only. )

**Instructions :**

1. Please write down correct and complete information carefully.
2. Attempt No. \_\_\_\_\_ for improvement.
3. Name of the Subject \_\_\_\_\_
4. No. of Papers / Courses appearing for this attempt \_\_\_\_\_

*For use of Semester Course :*

*For use of Semester Course :*

Post Graduate	Semester I	Semester II	Semester III	Semester IV
	Course No. & Title	Course No. & Title	Course No. & Title	Course No. & Title
(1)				
(2)				
(3)				
(4)				
(5)				
(6)				

*For use of Non-Semester Courses :*

Under Graduate (1985 Pattern)		Second Year	Third Year
Post-Graduate (1985 Pattern)	First Year / Part I Sem. I	Second Year / Part II Sem. II	Sem. III
1			
2			
3			
4			
5			
6			

Date : \_\_\_\_\_

\_\_\_\_\_  
Signature of the Candidate

Certificate to be given by the Principal of the College/Head of the Institution/through which the Candidate has appeared.

1. I certify that the above named candidate is a Regular/Ex-student of this College/Deptt./Instt.
2. Statement as to his/her having passed in the subjects named herewith at a previous examination (or examinations) is correct. I have scrutinised the entries made by him/her regarding the subjects of appearance and the subjects in which he/she has passed and they are correct.
3. The above student who has passed the Examination of University of Pune only.
4. That the syllabus and the List of books prescribed for the examination and the Rules of C.I.S. to which the candidate is appearing have been duly notified to the student and to the best of my knowledge and belief he/she is a person of good conduct and has my permission to appear at the ensuing examination for the subjects for which he/she has applied.

Place : \_\_\_\_\_

Date : \_\_\_\_\_

Signature with stamp of the Principal \_\_\_\_\_

**INSTRUCTIONS :**

- (1) Before filling the Examination Form Under Class Improvement Scheme the concern candidate is requested to read carefully the Rules, Regulations, Conditions, Standard of Passing, Limitations of Attempts & Number of Years etc.
- (2) Those candidates who have passed the following Degree/Post-Graduate Degree examination of this University in Lower Class in final Exam. can only apply :
  - (1) B.A. (2) M.A. (3) B.Com. (4) M.Com (5) B.Sc. (6) B.C.S. (7) M.Sc. (8) M.Ed. (9) B.Pharm. (10) M.Pharm. (11) LL.B. (12) LL.M. (13) B.E. (14) M.E. (15) B. Lib & I.Sc. (16) M.B.A. (17) M.P.M. (18) M.C.M. (19) M.M.S. (20) M. Lib. & I.Sc. (21) M.C.J.
- (3) A copy of the 0.168 is enclosed herewith for the information of the Candidate.
- (4) The candidate who have passed the examination mentioned above of this University in lower class can apply under the Class Improvement Scheme **within five years from the passing of that Examination, only in three attempts, according to the Syllabus is existence, at least in 1/3 subjects of that course, in Theory papers only.**
- (5) The Candidate is requested to note that remitting the requisite fees in his College/Department/Institution this form should be returned immediately to the Concerned College/Department/Institution alongwith original copies of the latest statement of marks & degree certificate. In any case Examination forms will not be accepted, after the expiry of the last date of the submission of forms, as Notified by the University.
- (6) The concern College/Department/Institution/should collect these forms alongwith necessary documents and fees and submit the forms separately in the Office/Examination Section with requisite Demand Draft (Examinationwise) in the name of the Registrar, University of Pune, Ganeshkhind, Pune-411007 within 7 days after the last date for submission of forms by the students.
- (7) The results of the Class Improvement Scheme will be declared by the Examination Section considering at least performance of 1/3 theory papers now appearing as well as the previous performance of remaining Theory, and all previous performance of Internal, Term-end, Practical, Oral Examination already cleared and passed, for the final Result under this scheme.
- (8) Improved candidates will have to surrender their Degree, St. of Marks, Passing Certificate in original, after the declaration of their Result of the concern improved class. After surrendering the above documents in original new certificate will be issued in due course of time as in usual process.

**UNIVERSITY OF PUNE****Circular No. 383 of 2007**

It is hereby notified for information of all concerned that the amended Ordinance No. 168 shall come into force from 7.11.2007.

**Ordinance No. 168 :****Improvement of Class/Grade**

- (1) A candidate who has passed the B.A./B.Com./B.Sc./LL.B./B.E./B.Arch./B.Pharm./B.Lib.&I.Sc./M.A./M.Com./M.Sc./M.C.S./LL.M./M.E./M.Pharm./M.Ed./M.B.A./M.P.M./M.C.M./M.M.S./M.Lib. & I.Sc./M.C.J./M.M.M./M.B.A.(Bio-Technology)/M.C.A.(Management Faculty)/P.G.D.B.M./P.G.D.F.S./P.G.D.H.M./P.G.D.C.M.M./B.H.M.C.T./P.G.D.C.A./P.G.D.C.M./P.G.D.E.M./P.G.D.M.M./P.G.D.M.L.M./P.G.D.I.E.M./B.Sc. Hospitality Management Degree Examinations of this University with class mentioned in column No. I and who desires to improve the class as shown in column No. II below will be permitted at his/her option to appear again for the same examination without being required to keep any terms.

**Column I**

Pass Class or Second Class OR  
Higher Second Class OR  
*First Class*, as the case may be

**Column II**

Second Class OR  
Higher Second Class OR  
First Class OR  
First Class with Distinction as the case may be

- (2) A candidate who have re-appeared for the above examination/s under the provision of this Ordinance fails to improve his/her class/grade, his/her performance at such re-appearance shall be ignored.
- (3) A candidate will be allowed to re-appear for the examination for improvement of class/grade within a period of five years from the date of his/her passing Bachelor's/Master's degree examination. A candidate who has passed the Bachelor's/Master's Degree examination prior to the commencement of this Ordinance, will also be allowed to improve his/her class/grade within a period of five years from the date of commencement of this Ordinance. (Date of commencement of this Ordinance 27th January, 1994.)
- (4) A candidate shall have to reappear for minimum 1/3 and/or maximum all the University theory courses at a time on which the class is awarded.

- (5) A candidate will be allowed maximum three attempts for the improvement of his/her class/grade within the stipulated period of five years.
  - (6) A candidate appearing for the improvement of class/grade, shall not be entitled to get benefit of any Rules/ Ordinance of the University regarding condonation.
  - (7) A candidate appearing for the improvement of class/grade, shall not be entitled to get any prize/medal/scholarship/ award etc.
  - (8) A candidate who desires to apply for improvement of class/grade should submit his/her examination application form for improvement of class from the College/Department of University Recognised Institution from which he/ she has obtained the original degree. The external student shall register his/her name with External Section of the University and submit his/her examination form through External Section.
  - (9) A candidate who has reappeared for the examination under the provisions of this Ordinance for improvement of his/her class/grade and improves his/her class/grade by such re-appearance, will have to surrender his/her original degree, statement of marks, passing certificate etc. to the University. In the revised degree certificate, statement of marks and passing certificate, which will be issued to the candidate, mention will be made of the fact that he/she improved his/her class/grade under this Ordinance.
-