



BHARATHIAR UNIVERSITY : COIMBATORE-46.
O/O THE CONTROLLER OF EXAMINATIONS
SCHOOL OF DISTANCE EDUCATION

Website: www.b-u.ac.in

Ph.No.91-422-2428171, 2428189, 2428190, 2428191 Fax No.91-422-2427514

**ALL UG/PG/MCA/MBA/EXECUTIVE MBA/B.Ed/M.Ed/ DIPLOMA /PG DIPLOMA COURSES
(SDE) EXAMINATIONS – DECEMBER 2018**

GENERAL INSTRUCTIONS TO REGULAR / ARREAR CANDIDATES - (To be retained by the candidate)


1. A form of application to register for All UG/PG/MCA/MBA/Executive MBA/B.Ed./M.Ed./ PG Diploma/Diploma Examinations to be held during DECEMBER 2018 is enclosed. The same may be filled in and sent before the last date as mentioned below.
2. Eligibility conditions prescribed by the School of Distance Education, Bharathiar University to appear for the examination should be satisfied before submission of the application.
3. Examination application will be considered only if the tuition fee has been remitted in full. Applications should not be sent if candidates have arrears of tuition and other fee.
4. a. **THEORY EXAMINATION CENTRES :-**

STATE	Centre	Code No.	State	Centre	Code No.
TAMILNADU	CHENNAI	01	KERALA	KANJIRAPPALLY	23
"	COIMBATORE	02	"	MALAPPURAM	26
"	ERODE	04	"	PALAKKAD	28
"	GUDALUR	05	"	THRISSUR	30
"	MADURAI	07	"	TRIVANDRUM	31
"	SALEM	12	"	KARUNAGAPALLY	KE
"	TRICHY	15	NORTH INDIA	AHMEDABAD	39
"	UDUMALPET	16	"	DELHI	41
"	METTUPALAYAM	71	"	KOLKATTA	45
"	PALANI	72	"	MUMBAI	46
A.P.	HYDERABAD	33	ORISSA	RAYAGADA	47
KARNATAKA	BANGALORE	37	"	AURANGABAD	57
KERALA	CALICUT	20	OUTSIDE INDIA	DUBAI	91
"	COCHIN	21	"	SAUDHI ARABIA	94
"	IRINJALAKUDA	22	--	--	--

@- tentative centers – to be finalized based on the number of candidates registered.

4 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.

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

b. The list of computer codes for the subjects is mentioned in the Time Table. Candidates are requested to check the code number of the subjects he/she is applying for. In case of any discrepancy, the candidate is requested to encircle  the wrong code number and write the correct computer code number by the side of the encircled code number.

c. 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.

Consolidated statement of marks will be issued only to the candidates who have undergone the entire course of study through the School of Distance Education, Bharathiar University, Coimbatore – 46, and not for candidates on transfer/re-admission.

5. Candidate who is eligible to appear for the semester / annual examination for the **FIRST TIME** shall submit the examination application and pay the fee for all subjects of that semester/examination irrespective of whether the candidate is willing/not willing to appear for the examination, which will enable the office of the Controller of Examinations to register the candidate for that examination and allot the continuous register number. Any candidate failing to do so and applying for the next examination shall pay i] the fee that he/she should have paid for the previous examination as if he/she had applied for that examination and ii] the fee for all regular subjects of current examination. iii] For arrear Examinations which he/she prepares to write.
6. The prescribed Examination fee, mark list fee, etc., should be paid by means of **DEMAND DRAFT** drawn in favour of **The REGISTRAR, BHARATHIAR UNIVERSITY, COIMBATORE – 46** or by Bank of India Challan in the head of account “**SDE Examination Fee Fund**”. Application not accompanied by Demand Draft / Challan will be rejected.
7. **THE FEE ONCE PAID WILL UNDER NO CIRCUMSTANCES BE REFUNDED OR CARRIED OVER FOR SUBSEQUENT EXAMINATIONS.**
8. Candidates should write their name and Register number on the right top corner on the backside of the Demand Draft / Challan in **BLOCK LETTERS**. They should not sign on the draft / Challan.

LAST DATE FOR RECEIPT OF FILLED-IN APPLICATION WITHOUT FINE	26.10.2018
LAST DATE FOR RECEIPT OF FILLED-IN APPLICATION WITH A FINE OF Rs.100/-	31.10.2018
NO APPLICATION WILL BE ENTERTAINED AFTER	31.10.2018

9. The filled-in application with Demand Draft shall be sent to “**THE CONTROLLER OF EXAMINATION, Bharathiar University, Coimbatore - 641 046**” **super scribing 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 26.10.2018 without fine and up to 31.10.2018 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).**
10. The written examination will commence from **December 10, 2018**. The detailed written examination time-tables are available in the University Website “**www.b-u.ac.in**”. The Practical Examinations will commence after/before the theory examinations and the schedule will be intimated later. The Name of the centre and schedule for the practical examinations will be intimated later.
11. 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.
12. After the publication of results, the statement of marks will be directly sent to the candidates by Registered Post. The University is not responsible for loss-in-transit.
13. Candidates who desire to apply for Revaluation shall apply for the same within one week from the date of publication of results in web sites.
14. If the number of candidates opting for a particular centre is insufficient the Controller of Examinations has the right to allot the nearest examination centre for such candidates.
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.
15. **Candidates who applied for revaluation may also apply for arrear examinations of same papers without waiting for the results of revaluation.**

Dr. R. VIJAYARAGHAVAN
CONTROLLER OF EXAMINATIONS i/c..

COIMBATORE - 46.
DATE : 11.10.2018