



**REVISED NOTIFICATION**

**Sub:** Revised Fee payment schedule and timetable for conduct of MBBS (RS4-2019-20 Batch Mercy Attempt) Theory Examinations during July -2023

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The Under Graduate Medical (MBBS) Theory Examinations of 1<sup>st</sup> professional RS4 scheme (2019-20 Batch Mercy Attempt) are scheduled from 7<sup>th</sup> of July 2023. The detailed time table is enclosed.

<b>FEE PAYMENT AND APPLICATION SCHEDULE</b>	
Issue of Application By University from -01.06.2023	
<b>Schedule for compliance of the students and institutions</b>	
<b>1.</b>	<b>Payment of Examination fee by student</b>
	Without fine 03.06.2023 to 17.06.2023
	With fine of Rs.100/- 18.06.2023 to 21.06.2023
	With fine of Rs.200/- 22.06.2023 to 27.06.2023
<b>2.</b>	<b>Fee paid by students to be transferred to the University</b>
	Last date without fine 18.06.2023
	Last date with fine of Rs.100/- 22.06.2023
	Last date with fine of Rs.200/- 28.06.2023
<b>3.</b>	<b>Last date for submission of filled application forms by the college to the University</b>
	30.06.2023

**Examination Fee details**

1	Examination Application form fee	:	Rs.200/-
2	Marks Card Fee	:	Rs.300/-
3	Examination Fee (per paper)	:	Rs. 750/-
4	Provisional Degree Certificate	:	Rs.600/-
5	<b>Convocation Fee</b>		
	i. Indian Nationals	:	Rs.2000/-
	ii. Foreign Nationals	:	Rs.4000/-

The examination fee once paid cannot be refunded or readjusted under any circumstances.

By Order,

Dr.N.Ramakrishna Reddy  
Registrar (Evaluation)

## 1. Internal Assessment ( IA ):

The I.A. marks should be entered in IA marks entry portal and the Freezed report copy should be sent to the Register [Evaluation], RGUHS, Bangalore.

**Note:** Submitting the Freezed Hard copies of IA Marks to RGUHS is mandatory. Copy of the same must be kept under safe custody of the Principal and should be produced on demand by the University.

I.	Last date for Online Entry of Internal Assessment Marks of both regular & repeater students into Examination IA marks entry portal without fine	17.06.2023
II.	Last date for <b>online entry</b> with fine of Rs.10,000/-	18.06.2023 to 20.06.2023
III.	Last date for <b>online entry</b> with fine of Rs.20,000/-	21.06.2023 to 23.06.2023
IV.	Last date for submission of Freezed Hard copies of I.A. Marks to the University without fine	26.06.2023
V.	Last date for submission of Freezed Hard copies of I.A. Marks to the University with fine of Rs.5,000/-	03.07.2023

The "I.A Marks" received after the last date fixed will not be considered for declaration of result for which the Principal is solely held responsible, as per the RGUHS Circular No. Ex-I/UE/IA/Marks/105/98-99 dated 21-12- 1998.

**The Institution should not collect Examination fees from the ineligible candidates such as who have failed in IA marks and who are having shortage of attendance as per the ordinances.**

### **INSTRUCTIONS TO THE STUDENTS**

1. Final year students are required to pay the PDC and convocation fee along with the examination fees.
2. The failed students [**repeaters**] **need not pay the marks card fee** as per circular No. REP/Exmn/M.C/4/01-02, dated 24/07/2001.
3. The failed final year students [repeaters] need not pay the PDC fee and convocation fee as if it has been paid by the students in the earlier examinations.

**If any revision in the fees structure in respect of Marks card, PDC and convocation fee, then such difference amount should be paid by the students.**

4. Change of Examination centre is not permitted.
5. Students applying for Convocation Degree Certificate are instructed to submit the prescribed application form along with passport size photo as prescribed. The specifications of the photograph are as follows.
  - Type : JPEG/JPG
  - Size: 33mm X 41mm or 1.3 X 1.6 inches
  - Color: Natural color so skin tone is clearly visible
  - Recency: Taken in the last 6 months
  - Background: Plain white and solid design
  - Smile: No Smile. Only neutral expression
  - Eyes: Open and looking directly at camera
  - Dimensions and size (pixels): 10KB to 50KB for pixels: 130 X 160 Minimum and 1000 X 1000 maximum

6. Attire, Clothing dress code : casual or professional preferred

## **Instructions to the Principals / Heads of the Institutions**

### **1. Attendance:**

The Principals are required to furnish attendance of all the candidates by calculating the attendance up to the last working day of course/term. **There is no provision for condonation of Attendance.**

### **2. SC/ST, Category-I and Management Quota students also have to pay all the applicable examination fees, as per the following orders.**

- i. Letter of Director of Medical Education No.MEH (3)/22/2002-03, dated: 27/03/2003.
- ii. Circular of RGUHS dated 22-11-2004 and Ref No. Reg (E) / SC / ST / AR – 04 / 08-09, dated 10/02/2009.
- iii. Reference letter No.REG/EX-II/SC/ST/BCM 59/2003-04 dated: 18.11.2003 respectively.

### **3. All repeater candidates including SC/ST/Category –I of all faculties are not exempted from the payment of examination fees as per the Government letter vide No.SWL 229, BCA 80, dated 16/12/1982.**

### **4. Filled application forms should be signed by both the candidates and the Principal in the required places. Photo generated in application forms should be attested by the Principal. Kindly note facsimiles should not be used for signatures.**

### **5. The Principal should verify all the filled application forms eligibility of students and submit to the Registrar (Evaluation) on or before the specified dates by insured post or authorized person. The principal will be held solely responsible if in eligible candidates are permitted to write examination.**

### **6. The Principals of colleges should collect the fee from each candidate and send a financial statement showing the details of name of the candidates, Register Numbers, subject appearing and fees paid receipt along with online transaction ID / Reference No. (Fee paid online printout receipt ) etc., “in triplicate”.**

**The Principal should submit the list of candidates who have not filled application form in separate cover along with unfilled application forms**

## MODE OF FEE PAYMENT

1. All fee payment shall strictly be through online college portal only.
2. RTGS/NEFT/Cheque / Pay Orders / Demand Drafts will not be accepted from 01.04.2015 as per circular No.RGU/FO/PYT-GTW/2014-15 dated 10.02.2015.
3. The University will not claim the examination fees from the social welfare, backward class and minorities Dept / Corporation.
4. The Principals shall send **separate statements for Convocation Fee and Provisional Degree Certificate fee, collected from the students who are appearing for the Final Year Examination with details** such as Register Number, Name of the Candidate, Amount paid, and send an Online Payment Receipt for the consolidated amount in favour of the Registrar (E).

Please notify all the communications issued by the University especially, Examination Notification, fee structure, Time Table etc., prominently on the Notice Boards of the institutions and hostels for the benefit of the students. **Internal Assessment marks and attendance of all the students shall be displayed on the Notice Boards for the benefit of the students without fail.**

**This Information is also available at website [www.rguhs.ac.in](http://www.rguhs.ac.in)**

By Order

  
**Dr.N.Ramakrishna Reddy**  
**Registrar (Evaluation)**

To:

All the Principals of Medical Colleges affiliated to RGUHS

Copy to:

1. P.A. to Vice – Chancellor / P.A. to Registrar
2. Finance Officer RGUHS / Audit Officers
3. All the Officers of the, RGUHS
4. Regional Centers – Belgaum, Gulbarga, Davanagere,
5. Guard File