



Dr Riyaz Basha.S ☎ 080-29601930

Registrar (Evaluation)

✉ registrareva@rguhs.ac.in

REG(E)/M.phil-Exam/Jan-2025/December- 2024.

Date: 20.12.2024

### NOTIFICATION

**Sub:** Fee payment schedule for conduct of M Phil -Theory Annual Examinations during January -2025.

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The Post Graduate M.Phil in Psychiatric Social work and Clinical Psychology Annual Examinations of Part II **from 20<sup>nd</sup> of January 2025**. The detailed time table is enclosed.

<b>APPLICATION FORM AND FEE PAYMENT SCHEDULE</b>		
<i>Schedule for compliance of the students and institutions</i>		
<b>1</b>	<b>Examination Application Form</b>	
	Last Date of Online filling of Application forms without fine	27.12.2024 to 02.01.2025
	Date of Online Filling Application Form with fine Rs.100/-	03.01.2025 to 07.01.2025
	Date of Online Filling of Application Forms with fine Rs.200/-	08.01.2025 to 10.01.2025
<b>2</b>	<b>Fee paid by Students to be transferred to the University</b>	
	Last date without fine	03.01.2025
	Last date with fine of Rs.100/-	08.01.2025
	Last date with fine of Rs.200/-	13.01.2025
<b>3</b>	<b>Last date for submission of filled application forms by the College to the University</b>	17.01.2025

### Examination Fee details

1	Examination Application form fee	:	Rs. 200/-
2	Marks Card Fee	:	Rs. 300/-
3	Examination Fee (per paper)	:	Rs. 1000/-
4	Provisional Degree Certificate	:	Rs. 750/-
5	<b>Convocation Fee</b>		
	i. Indian Nationals	:	Rs. 5000/-
	ii. Foreign Nationals	:	Rs. 6000/-
6	Dissertation Fee	:	Rs. 1000/-

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

**NOTE:** The Subjects having Section (A) and Section (B) shall be considered as single paper and shall pay the exam fee applicable to one paper.

By Order,

(Dr. RIYAZ BASHA.S)  
Registrar Evaluation

20/12/24

## 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**

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## MODE OF FEE PAYMENT

1. All fee payment shall strictly be through online college portal only.
2. If any subject has two sections (Section A & Section B) the fee levied is for only one subject and not per section as per RGUHS circular No: Reg(E)/Exam/CIR/22/2017-18, dated: 14/07/2023.
3. 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.
4. The University will not claim the examination fees from the social welfare, backward class and minorities Dept / Corporation.
5. 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 Riyaz Basha.S  
(Registrar Evaluation)**

**To:**

All the Principals of M Phil 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



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Date: 20.12.2024

**Time Table for M. Phil. Psychiatric Social Work (MPSW) Part - II Examination of  
January -2025**

Sl. No	Date	Day	Time	Paper No. and Paper Title	QP Code
1	20.01.2025	Monday	09.00 a.m. to 12.00 pm	<b>Paper I:</b> Social Perspectives of Human Behavior and Mental Health	<b>4344</b>
2	22.01.2025	Wednesday	09.00 a.m. to 12.00 pm	<b>Paper II:</b> Psychiatric Social work Interventions	<b>4345</b>
3	24.01.2025	Friday	09.00 a.m. to 12.00 pm	<b>Paper III:</b> Psychiatric Social work Research and Statistics	<b>4346</b>
<b>Clinical/Practical viva-voce Examinations</b>					
1	28.01.2025 to 30.01.2025	Monday		MPSW Viva-Voce Exam from 10.00 a.m. onwards	

(Dr. Riyaz Basha S)  
Registrar (Evaluation)



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RAJIV GANDHI UNIVERSITY OF HEALTH SCIENCES, KARNATAKA, BENGALURU  
4<sup>th</sup> T Block, Jayanagar, Bengaluru - 560 041

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**Time Table for M. Phil. Clinical Psychology (MCLP) Part -II  
Examination, January -2025**

Sl.No	Date	Day	Time	Paper No. and Paper Title	QP Code
1	20.01.2025	Monday	09.00 a.m. to 12.00 pm	<b>Paper I:</b> Biological Foundations of Behaviour	4350
2	22.01.2025	Wednesday	09.00 a.m. to 12.00 pm	<b>Paper II:</b> Psychotherapy and Counselling	4351
3	24.01.2025	Friday	09.00 a.m. to 12.00 pm	<b>Paper III:</b> Behavioural Medicine	4352
<b>Clinical/Practical viva-voce Examinations</b>					
4	28.01.2025 to 30.01.2025	Monday	MCLP Viva-Voce Exam from 10.00 a.m. onwards		

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(Dr. Riyaz Basha S)  
Registrar (Evaluation)

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