

BHARATI VIDYAPEETH (DEEMED TO BE UNIVERSITY) PUNE, INDIA
EXAMINATION SECTION

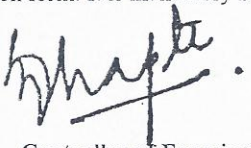
CIRCULAR No. 56

1. The schedule of **Winter - 2019** University Examinations is given herewith for information of all the concerned.
2. The Schedule of Examinations and Time Table is also available on the Website of Bharati Vidyapeeth University: www.bvuniversity.edu.in
3. The College / Institute can fill the Registration Form for PRN, Forms for Examination, Revaluation, Environmental Science Examination and Convocation using Examination portal www.exam.bvuict.in All the Colleges / Institutes have been already provided their login and password to fill the forms.
4. The examination forms fee report, which can be printed from the online software, should be submitted by the concerned College / Institute **within 2 days after the expiry of each date** i.e. without late fee, with late fee and with super late fee.

INSTRUCTIONS FOR EXAMINEE:

1. If the examinee is unable to fill the examination form on / before the given schedule, the forms will be accepted with late a fee of Rs. 500/-.
2. The forms with super late fee of Rs. 1500/- will be accepted upto 5 days prior to the commencement of concerned examination (excluding the day of commencement). **If a student is unable to fill the examination form till the last date with super late fee (i.e. five days prior to the commencement of examination) then the examination form will be accepted at the university office (examination section) with an additional amount of Rs. 5000/- This amount of Rs. 5000/- will be in addition to super late fee.**
3. Examinee should collect their admit card from the concerned College / Institute and verify the subjects and examination schedule.
4. If the examinee misplaces the admit card, duplicate admit card can be obtained from the concerned College / Institute.
5. The examinee should write correct Seat Number on each answer book, failing which the performance in such subject will not be considered.
6. Examinee should write answers in **BLUE INK** only.
7. Examinee should be present at their respective examination centres **FIFTEEN MINUTES** before commencement of the paper.
8. Seating arrangement is made date wise and subject wise, therefore, examinees are requested to see their seating arrangement well before the commencement of the examination.
9. Cell phone, Programmable Scientific Calculator, Digital Diary or any other means, which can be used for unfair practice, are not allowed in the Examination Hall. Examinees are forbidden to take any book or paper in the Examination Hall.
10. The examinees will be required to pay the following fees in addition to the examination fee:

A)	i)	Statement of Marks	:	Rs. 100/-
	ii)	Central Assessment Programme (CAP)	:	Rs. 100/-
	iii)	Passing Certificate of the final examination	:	Rs. 100/-
B)		Incase student requires duplicate:		
	i)	Statement of Marks	:	Rs. 300/-
	ii)	Certificate of Passing	:	Rs. 300/-
11. Examinees appearing for backlog examinations, will pay half of the examination fees upto 3 subjects and full fees for more than 3 subjects for that backlog examination.
12. If the Semester / Annual examination consists of 3 or less subjects, the examinee appearing for backlog papers of three or less than three, the student should pay 50% of examination fees rounding off to next ten.
13. Examinees appearing for out of turn at practical examination will be charged **Rs. 150/-** per subject.
14. Fees for the Project / Dissertation evaluation other than Ph.D. shall be **Rs.750/-** for nonprofessional courses and **Rs.1500/-** for professional courses. This shall be in addition to the examination fees prescribed for the course(s) by the University, where applicable
15. Examinees appearing for Final year / Final semester, should submit coloured passport size photograph to the concerned College / Institute.
16. Examinee having any backlog, will have to compulsorily fill the backlog subjects in the examination form. It is mandatory for the examinee to fill in the backlog subjects, if any in the examination form.
17. **Blind examinees are exempted from the payment of examination fees only.**



Controller of Examinations