



RAMA DEVI WOMEN'S UNIVERSITY, VIDYA VIHAR,
Bhubaneswar - 751022

No. COE-/Ex-05/424/2020

Date: 6-8-2020

From

The Controller of Examinations
Rama Devi Women's University,
Bhubaneswar - 751022

To

1. The Chairperson, P.G. Council
Rama Devi Women's University,
Bhubaneswar - 751022
2. The Principal,
S. B. Women's College,
Cuttack - 753001

(Dispatched through e-mail)

Sub : Filling up Exam. Application Forms, submission of Alphabetical List & Accounts Statement along with Bank Draft in respect of MA/M.Sc/ M.Com - 4th Sem. (CBCS) Regular/Back Examination, 2020 (2018,2017,2016 Admission Batch) of PG Departments of R.D.Women's University & S.B.Women's College, Cuttack.

Madam/Sir,

You are requested to take necessary steps for filling up the Examination Forms of the eligible students admitted into MA/M.Sc/M.Com courses under PG Departments, Rama Devi Women's University/S.B. Women's College, Cuttack during the Academic Session 2018-2019/ 2017-18/2016-17. The subjects of MA/ M.Sc./M.Com courses are noted below for filling up Forms of eligible candidates in such subjects for 4th Semester Regular/Back Examination, 2020 as per the University regulation.

N.B.: The students who have been admitted into S.B.Women's College, Cuttack during the Academic Session 2016-17 may fill up Forms for appearing at MA/M.Sc/M.Com. 4th Sem.(Back) Examination,2020 in such subjects as applicable for their students.

The subjects under MA/ M.Sc./M.Com Course are as follows :

- (1) Economics
- (2) Education
- (3) English
- (4) Gender Studies
- (5) Hindi
- (6) History
- (7) Home Science
- (8) Odia
- (9) Political Science
- (10) Sociology
- (11) Biotechnology
- (12) Computer Science
- (13) Life Science
- (14) Commerce

I. REGULAR EXAMINATION

Eligibility of candidate to fill up Examination Forms for MA/M.Sc/M.Com 4th Semester (CBCS) Regular Examination,2020 (2018 Admission Batch)

1. She must have enrolled in MA/M.Sc./M.Com Ist Semester (Regular) Examination,2018-2019
2. She must not have taken C.L.C. from the Dept./College.
3. She must have taken admission to the PG Ist Year Course under Choice Based Credit System (CBCS) in Arts/Science/Commerce during the Academic Session 2018-19.
4. Any Registered student of this University may be admitted to the MA/M.Sc/M.Com 4th Semester (CBCS) Regular/Back Examination,2020 if she has completed such course and is eligible to appear at the said Examination as per regulation.
5. She must have obtained required percentage of attendance as per regulation.

P.T.O.

II. BACK EXAMINATION
Eligibility of candidate to fill up Examination Form for MA/M.Sc/M.Com 4th Semester
CBCS (Back) Examination, 2020.

1. She must have been Enrolled/Registered to the MA/M.SC/M.COM 1st Semester (CBCS) Regular Examination, 2016/2017/2018.
2. She must not have taken C.L.C.
3. A student having 'F' grade in any paper can re-appear any number of times within the stipulated period of twice the duration of course (04 yrs from the Year of Admission) until she gets at least 'D' grade.

III. Mode of Form Fill up : ONLINE

GUIDELINE

The Examination Application Forms for PG 4th students shall be filled up in ONE of the following ways :

(i) At the University/College level (PARTIAL ONLINE)

(a) Form fill up online

(b) Fees to be deposited by the candidate in the college

Log on to www.rdwuniversity.nic.in & then click e-examination button

(ii) Directly by the student (FULLY ONLINE)

(a) Form fill up online

(b) Fees to be deposited by the candidate also online

Go to University website www.rdwuniversity.nic.in. ⇒ student section ⇒ log ⇒ in open the link for Form fill up ⇒ pay fees

Last date for Filling up Forms: 12.08.2020

Dates for submission of Alphabetical list, Accounts Statement and Consolidated Bank Draft, and other documents complete in all respect at the University Examination Unit are given below:

- (a) Preparation of Bank Draft : dt.13.08.2020
- (b) Submission of Alphabetical List, Accounts Statement & Bank Drafts to be deposited to the University COE Office : dt.14.08.2020

IV. If the above date is declared as a holiday, the next working day will be automatically treated as the last date for submission & no notification will be made to this effect.

V. All entries in the Alphabetical list shall be made in Capital letters and the names of the Candidates be carefully typed without any mistake.

VI. The following documents have to be submitted by the PG Dept of the University/College:

- (a) Forwarding Letter
- (b) Accounts Statement (in duplicate)
- (c) Alphabetical list (one copy)
- (d) Bank Draft (consolidated) in favour of Comptroller of Finance, R.D.Women's University payable at Bhubaneswar.

VII. Fees to be collected

1	MA/M.SC/ M.COM SEMESTER	300.00
2	M.SC. BIOTECH. SEMESTER	1,000.00
3	CENTRE CHARGE : (TO BE RETAINED BY THE COLLEGE / DEPT.) :	100.00
4	ADDITIONAL CENTRE CHARGES IF APPLICABLE FOR THREE CONSECUTIVE ADMISSION BATCHES OF NEW SUBJECTS OR NEW COLLEGES :	50.00
5	FEE FOR ENROLMENT	50.00
6	FEE FOR SUPERVISION	20.00
7	FEE FOR MARKS	50.00
8	RE-REGISTRATION FEE (TO BE DEPOSITED ALONG WITH OTHER FEES) FOR ANY	40.00

SUBSEQUENT EXAMINATION OTHER THAN FIRST SEMESTER EXAMINATION	
	FEE FOR BACK APPEARANCE : (EXAMINATION FEE @ OF RS.75/- PER PAPER, IF THE CANDIDATE FILLS UP FORM FOR LESS THAN 50% OF THE TOTAL NUMBER OF PAPERS IN THAT EXAMINATION. FULL EXAMINATION FEE TO BE PAID BY THE CANDIDATE IF SHE FILLS UP FORM FOR 50% OR MORE NUMBER OF THE TOTAL PAPERS IN THAT EXAMINATION ALONG WITH OTHER FEES.
10	FEE FOR PROVISIONAL CERTIFICATE ONLY FOR FINAL YEAR REGULAR STUDENTS) 50.00
11	FEE FOR ORIGINAL CERTIFICATE ONLY FOR FINAL YEAR REGULAR STUDENTS) SEPARATE CONSOLIDATED BANK DRAFT TO BE PREPARED. 200.00

The Centre Charges so collected may be kept by the Principal and handed over to the Centre Superintendent of the examination to meet the Centre expenses. The balance (unspent) amount if any shall be refunded to the University in shape of Bank Draft in favour of Comptroller of Finance, R.D Women's University payable at Bhubaneswar along with Utilization Certificate by the Centre Superintendent soon after the completion of the examination. The voucher shall be kept with the Head of the Institution / Principal for Audit purpose.

The Chairman, PG Council, RDWU/Principal, S.B.Women's College, Ctc. may fix up the date(s) for filling up Forms in the P.G. Depts of the University/in the College as per their convenience.

You are further requested to circulate it among all concerned and depute your Official in charge of the examination for seeking clarification, if any, and to download necessary Forms, Accounts Statement & Alphabetical list from the www.rdwuniversity.nic.in.

Your co-operation in this matter shall be highly appreciated.

Yours Sincerely,

[Handwritten Signature]

CONTROLLER OF EXAMINATIONS,
(22)

Memo No. COE/Ex-05/ 425 / 2020
Copy communicated to

Date: 6.8.2020

1. The Heads, all P.G. Departments, Rama Devi Women's University, BBSR
2. The Principal, S.B. Women's (Auto) College, Cuttack
3. The Comptroller of Finance, Rama Devi Women's University, BBSR
4. The Dy Controller of Examinations, Rama Devi Women's University, BBSR
5. The Librarian, Rama Devi Women's University, BBSR
6. The P.S to Vice-Chancellor, Rama Devi Women's University, BBSR
7. The Director, NIC, Bhubaneswar for information & necessary action
8. The Accounts Unit/Academic Unit/Affiliation Unit/Examination Unit, Rama Devi Women's University, BBSR for information & necessary action.
9. The Website Rama Devi Women's University, BBSR

[Handwritten Signature]

CONTROLLER OF EXAMINATIONS

My
10.08.2020

Memo No Date
C For student's information

[Handwritten Signature]
10.8.2020
Signature of Principal
Principal
S.B. Women's (Auto) College
Cuttack