

Dr. Surendra Sethy, OES-I  
Controller of Examinations



**BERHAMPUR UNIVERSITY**

Bhanja Bihar, Berhampur-760007 (Odisha)  
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Telephone No. 94373 479060

No. 5503 /Exam. Gen.(U.G)Unit/BU/22

Dated 22.07.22

**NOTIFICATION**

This is for information all concerned that, the form fill up for +3 TDC (CBCS) 4<sup>th</sup> Semester Examinations-2022 (Fresh/Fail/Absent/Back/Grade Replacement) on *on-line procedure* has been scheduled as follows:

**SCHEDULE OF ON-LINE FILLING UP OF FORMS**

Examination Fees Per Candidate	Starting Date	Closing Date
Rs.900/-(Extra Rs.100/-For Practical Exam.)	25.07.2022	01.08.2022
Online Payment of Examination Fees	25.07.2022	01.08.2022
*Submission of Hard Copies (Exam.Regd. Report and SBI Collect)	Within 4days (after completion of form fill up date) positively to the Exam.Gen(U.G)Section otherwise action as deemed fit shall be taken.	

**Grade Replacement Procedure : clause-11 of TDC CBCS Regulations (Theory Papers only)**

The purpose of this procedure is to allow a student to pass/improve his/her grade by reappearing at the End-Semester Examination of a course. (Theory Only)

Clause 11 (iii) is substituted as follows: (Vide Notification No. 4703/Acd-I, dated 28.06.2018)

- A student is eligible for Grade replacement only after getting 'P' Grade in all the courses of that semester in immediate two subsequent chances on payment of requisite fee.
- Further, a candidate who fails to secure a minimum 'P' grade in any course(s) of an End-semester examination shall be allowed to reappear the said course(s) in immediate subsequent two chances on payment of requisite fee.
- If a candidate fails/remains absent in theory or practical component of a paper, he/she is required to appear both the components to pass the said paper.

*[Signature]*  
22.07.22

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All payments should be made on on-line basis using S.B collect. While depositing the examination fee, the college shall retain @ ₹ 100/- (Rupees one hundred) only per candidate towards Centre Expenses and @ ₹ 100/- (Rupees one hundred) only per candidate for conduct of Practical/Project examinations of all the streams of T.D.C. (C.B.C.S.) Course. The unspent amount should be refunded to the University immediately after the completion of the Examinations.

#### **GUIDELINES FOR ON-LINE FORM FILL UP :-**

1. The **on-line** form fill up of the eligible students as per the Regulations (Fresh// Re-admitted//Fail//Absent and Grade Replacement) for the ensuing TDC (C.B.C.S.) 4<sup>th</sup> Semester Examinations-2022 shall be done by the Colleges through the link <https://berhampuruniversity.silicontechlab.com/buerp/build/index.php>. All further advice in this regard shall be sent through college E-Mail ID only. All eligible students shall have to fill-up the prescribe application form (Stream wise, and Semester wise) as issued by the College and submit the same to the College for further follow up action at their end. All subjects as chosen by the student's viz. Core/Elective/MIL should be registered correctly.
2. **No Application form for the TDC (CBCS) 4<sup>th</sup> Semester Examinations-2022 shall be accepted after the schedule date.**

#### **LIST OF DOCUMENTS TO BE SUBMITTED**

The following documents are to be submitted by the college duly signed by the Principal for verification at the University Office.

1. Computer (online software) generated stream-wise form fill-up data, list of candidates (Examination Registration Report) duly signed by the Principals. (The data should not differ from that of SAMS list of Students and the list of names contained in the Return of Matriculates (ROM) For Fresh candidates.
2. **For Fail/Absent/Grade Replacement:** Filled in application forms of individual candidates along with photocopy of Mark sheet/Admit card of the previous semester examination in which he/she failed or remained absent to be submitted.
3. **Copy of the Fee Payment Receipt duly attested by the Principal.**
4. **Detail Accounts Statement duly furnished and signed by the Principal.**
5. **Documents in support of application for affiliation and payment of fees thereof.**  
*(Before being the examination fees are deposit, the College must ensure that it has applied to the University for Affiliation failing which the students of the College will not be allowed for the examination. Fee once deposited shall not be refunded under any circumstances).*
6. Photocopy of the letter of Affiliation // Government Recognition of stream wise and subject wise student's strength of the College.

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**CERTIFICATE TO BE FURNISHED BY THE PRINCIPAL FOR EACH EXAMINATION**

1. The name of the students as detailed in the alphabetic list of TDC (CBCS) (Arts, Commerce and Science) 4<sup>th</sup> Semester Examinations - 2022 are in accordance with the S.A.M.S. admission list of students of the respective years and Return of Matriculates as submitted to the University.
2. The names of the students as detailed in the list are eligible to appear at the 4<sup>th</sup> Semester Examinations-2022 are as per the provisions as under the Statutes and the TDC (C.B.C.S.) Regulations.
3. I have verified their original certificates of the qualifying examination and the Registration Receipts.
4. Their Conduct of the applicants are good.
5. They have studied diligently and have satisfactorily passed the college periodical examinations and other tests and there is all probability of their passing the examinations.
6. They have maintained the required percentage of attendance in the subject(s)/stream for which the applicants have applied and have undergone the required practical(s) for the subject(s) as per the provisions of the Statutes and the TDC Regulations and are within the affiliated strength.
7. Nothing is known to me against their moral character.

***Signature of the Principal with Date and Seal***

Further communication in this regard shall be uploaded in the University Web-site/e-Mail. The Principals are, therefore, requested to verify the University web-site/e-mail regularly to keep them updated on the communications.

**NB :-** 1. The Controller of Examinations, Berhampur University may be contacted for any doubts// discrepancy// deficiency in this Notification immediately.

2. Reference may be made to the letter regarding simplification of examination process as issued by the Department of Higher Education, Odisha vide no.15609/HE/Date:26.5.2018.

**IMPORTANT**

1. Names of only the eligible bonafide students as per the Regulations should be forwarded.
2. Correct amount towards the Examinations Fees and other fees should be deposited. There shall be no refund/adjustment of the fees, if paid in excess.
3. The forms of the students for the Examinations, 2021-22 should be filled on the basic of the data available with the college.
4. The Subject should be entered correctly as per the Regulations.

Controller of Examinations  
Berhampur University (Contd...)


*[Signature]*  
22.07.22

Memo No. 5504<sup>(150)</sup> / Exam. Gen.(U.G)Unit /BU/22

Date 22.07.22

Copy to :

1. The Principals of all affiliated +3 Degree colleges under Berhampur University and Erstwhile Khallikote University for information and necessary action. **(E-Mail//Speed post)**
2. The Asst. Controller of Examination, Berhampur University for information and necessary action.
3. The Asst. Controller of Examination, Erstwhile Khallikote University for information and necessary action
4. The P.A. to the Registrar // Secretary to the Vice-Chancellor, Berhampur University for kind information of the Registrar//Vice-Chancellor respectively.
5. The Comptroller of Finance, Berhampur University for information.
6. The Deputy Registrar // O.I.C, Academic, Berhampur University for information.
7. The Officer-in-Charge and Section Officers of Examination Confidential //Paper Setting Unit// Under Graduate (Conf.) Section // Central Stores for information and necessary action.
8. Copy to Dr. Saroj Kumar Dash, Web Administrator, Berhampur University for information to upload the Notification in the University website [www.buodisha.edu.in](http://www.buodisha.edu.in). for wider circulation.
9. The Senior Technical Director, N.I.C, Berhampur and other officials for information regarding open of the PORTAL and do needful action.

  
22.07.22  
Controller of Examinations  
Berhampur University

