

**Dr. Surendra Sethy, OES-I  
Controller of Examinations**



**Berhampur University  
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Telephone no-94373479060**

No. 13693 / Exam. /Gen. (UG)/22

Date: 08.12.22

## **NOTIFICATION**

This is for information of all concerned that, the form fill up for +3 5<sup>th</sup> Semester TDC (CBCS) Examinations-2022 (Fresh / Fail/ Absent/ Grade Replacement) on *on-line procedure* has been scheduled as follows:

**Tentative date of commencement of 5<sup>th</sup> semester Examination-2023 is 17.01.2023 (Theory)**

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

Examination fee per candidate	Dates of Examination form fill-up
₹ 900/- Extra ₹ 100.00 (For Practical Exam.)	12-12-2022 to 22.12.2022

The above date shall be treated as final date and **no extension of examination registration date** shall be considered as the examinations shall be conducted on **off line basis**

### **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.

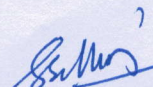
**In case of late publication of the Results of any of the TDC Semester Examinations, 2020-21 and 2021-2022, the Fail /Absent /Grade Replacement Candidates shall be allowed to fill the forms within 15 (Fifteen) days from the date of Publication of the results of the concerned Examinations as without fine.**

**All payments should be made on on-line basis using SB 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 TDC (CBCS) 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 CBCS (Semester) Examinations 2020-21 shall be done by the Colleges through the link <https://berhampuruniversity.silicontechlab.com/buerp/build/index.php>. All further advice in this regard shall 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 choosen by the students viz. Core/Elective/MIL should be registered correctly.
2. No Application form for the TDC (CBCS) Examination 2021-22 shall be accepted after the schedule date.

  
8-12-22



### **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 there of.  
*(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.
7. **The required documents should be submitted at the University Office on or before 26.12.2022.**

### **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) 1<sup>st</sup> / 2<sup>nd</sup> / 3<sup>rd</sup> / 4<sup>th</sup> / 5<sup>th</sup> / 6<sup>th</sup> (Arts, Commerce and Science) Examinations, 2020-21 are in accordance with the SAMS 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 1<sup>st</sup> / 2<sup>nd</sup> / 3<sup>rd</sup> / 4<sup>th</sup> / 5<sup>th</sup> / 6<sup>th</sup> Examinations, 2020-21 are as per the provisions as under the Statutes and the TDC (CBCS) 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, 2020-21 should be filled on the basis of the data available with the college.
4. The Subject should be entered correctly as per the Regulations.

*S. Kumar*  
08.12.22  
Controller of Examinations  
Berhampur University  
*hmv*

Memo No. <sup>(150)</sup> 13694 /Exam./Gen.(UG)/22

Date 08.12.22

**Copy to:**

1. The Principals of all affiliated +3 Degree colleges for information and necessary action.  
**(E-Mail)**
2. The Controller of Examinations / The Asst. Controller of Examinations, Berhampur University for information and necessary action.
3. The Asst. Controller of Examinations, Erstwhile Khallikote University for information and necessary action.
4. The P.A to the Registrar // Secy. to Vice Chancellor, Berhampur University for kind information of the Registrar / Vice-Chancellor respectively.
5. The Comptroller of Finance, Berhampur University for information.
6. The Officer-in-Charge and Section Officers of Examination Confidential //Paper Setting Unit //Under Graduate // Central Stores for information and necessary action.
7. Dr. Saroj Ku. Das, Web Administrator, Berhampur University for information to upload the notification in the University Website for wider circulation.
8. The Senior Technical Director, N.I.C, Berhampur and other officials for information regarding open of the PORTAL and for needful action.
9. **The Notice Board.**

*S. Kumar*  
08.12.22  
Controller of Examinations  
Berhampur University  
*hmv*