

**BERHAMPUR UNIVERSITY**  
**BHANJA BIHAR: BERHAMPUR - 760007 (GANIAM) ODISHA**

DATE: 05.4.21

LETTER NO <sup>(3)</sup> 3088/EXAM.GEN./PROF./BU/21

From  
The Controller of Examinations  
Berhampur University  
Berhampur - 7

To  
The Principal,  
1. Lingaraj Law College, Berhampur  
2. Jeypore Law College, Jeypore  
3. Head Of Department of Law, Berhampur University

Sub: Submission of Final Application Forms for LL.M. 1<sup>st</sup> Semester Examination - 2020.

Sir,

With reference to the subject cited above, I am to inform you to forward the final application forms of the eligible candidates for the above examinations. It may be noted that the invitation of application forms from colleges/institutions is subject to scrutiny of the eligible criteria of the college to conduct such courses with prior Govt. Permission/Concurrence/recognition/affiliation status/ Permission of the college etc all such application in whole/ part shall be rejected if not found in conformity with the statutes. The application forms duly filled in all respect must be reached in the University Office on the following dates along with the alphabetical list in four copies, fee statement of accounts in duplicate and subject statement along with soft copy. The colleges are required to submit the following documents along with the application forms, along with photocopy of the University Affiliation and Govt. Recognition.

**DATE SCHEDULE**

Last date for receipt of application forms without late fee : 15.04.2021  
Last date for receipt of application forms with late fee of Rs. 400/- : 23.04.2021

**FEE STRUCTURE**

	<b>1<sup>st</sup> Semester</b>
Examination Fee	Rs. 500/-
Centre Charge	Rs. 250/-
Mark Sheet	Rs. 50/-
Fee for Provisional Certificate	
Laboratory Fees (Practical)	
Squad fees	Rs. 100/-
Renewal of Regn. Fee	Rs. 100/-
Fee for Original Certificate	
<b>Total</b>	<b>Rs. 1000/-</b>

Total fees to be deposited in the University deducting centre charge @Rs. 70/- per candidate

**NB: The Dean & Principal of the concerned colleges are requested to ensure for maintaining all COVID-19 prevention measures such as Social Distancing, Hand Washing/ Sanitization, Compulsory use of Mask, Routine Disinfection, etc must be followed scrupulously, before allowing the eligible candidates for examination's form fill-up.**

  
5.4.21

## TATKAL SEVA

Besides normal date schedule for filling up of the final application forms, the University has extended the benefit of Tatkal Seva as follows:

### Before 10 days of Commence of Theory Examinations

1. All Engineering, Medical, P.G Examinations and Other Professional Examinations – Rs. 500/-
2. +3 Examination and Others – Rs. 300/-

### Before 72 hours and after 10 days limit of Tatkal Seva.

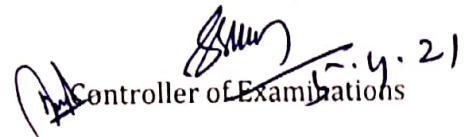
1. All Engineering, Medical, P.G Examinations and Other Professional Examinations – Rs. 500 + 500
2. +3 Examinations and Others – Rs. 300 + 500

This is in addition to normal examination fees and fine. Further in exceptional circumstances the Vice-Chancellor may permit a candidate to fill up forms within 72 hours of the commencement of theory examination with a further fine of Rs. 100/-. While forwarding the application forms of Tatkal Seva prior to 10 days of commencement of theory examination, the Principal is required to collect the admit cards of such applicants. Under category 'B' above from the University through their special Messenger deputed for the purpose. Candidates those who desirous to appear the back paper required to fill up the forms as per the Regulation of the concerned Examination. Failed/ Back paper candidates are required to submit the photo copies of the mark sheets along with the application forms for scrutiny, otherwise application forms shall not be entertained.

## MODE OF PAYMENT

All payment must be made through SBI on line collection or SBI Bank Challan only in favour of the Comptroller of finance , Berhampur University payable at SBI, Bhanja Bihar (2107) .Before submission of filled in application forms along with examination fees, you are requested to obtain clearance from the Berhampur University (Academic - I Section and sports Council) to the effect that they have made all payments in connection with the Cultural Fees and Sports Fees collected from the students while submission to the respective course and they have got no outstanding against their college, failing which the application forms and Examination fees shall not be accepted. Examination fee once deposited shall not be refunded. Hence utmost care must be taken to scrutinize eligibility of the candidates in accordance with the regulations. **In case of any lapse/error in this regards the responsibility lies with the Principal/ head of the Institution.**

Yours faithfully,

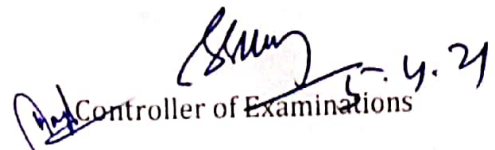
  
Controller of Examinations

Date: 05.4.21

Memo No. <sup>(3)</sup> 3089/Exam. Gen. (Prof. Unit)/ 2021

Copy to

Chairperson P.G. Council, Berhampur University, the Section Officer, Exam. Conc. Prof. Section/  
Setting Unit for information and necessary action.

  
Controller of Examinations