

Dr. Surendra Sethy, OES-I  
Controller of Examinations



By Speed Post/e-mail  
**BERHAMPUR UNIVERSITY**

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Telephone No. 94373 47906

Letter No. 8252/Exam. Gen.(Prof).Unit /B.U/2021,

Dated 22-11-2021

**NOTIFICATION**

This is for information of all concerned that, the submission of final application/form fill up for LL.B 2<sup>nd</sup> Semester Examination, 2021 (Regular/Fail/Absent) has been scheduled as follows:

**DATE SCHEDULE**

Last Date for receipt of application forms without late fee	<b>08.12.2021</b>
Last Date for receipt of application forms with a late fee of Rs. 400/-	<b>15.12.2021</b>

The application form from colleges / institutions is subject to scrutiny of the eligible criteria of the college to conduct such courses such as 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 / regulations / guidelines etc. The application forms duly filled in all respect must reach to the University Office on or before the above dates along with the alphabetical list in **four copies** (in the prescribed proforma indicating their Serial No., Roll No, Regd. No, Name of the candidate, categories, Men/women/ SC/ST/OBC/SEBC/General/ Subject opted, the name of the college, Name of the Semester, year of examination, Name of the Centre etc. with proper authentication of the Principal. The name of the candidate should be mentioned according to the H.S.C. Board Certificate), fee statement of accounts in duplicate and subject statement, question statement along with **Photo copies of the Mark Sheet** of the failed and back candidates.

**DETAILS OF FEE STRUCTURE of 2<sup>nd</sup> SEMESTER-2021 DESCRIPTION**

Examination Fee	Centre Charge	Fee for Mark List	Laboratory Fees (practical)	Squad fees	Renewal of Regn. Fee	Total
Rs. 500/-	Rs. 250/-	Rs. 50/-	-	Rs. 100/-	Rs. 100/-	Rs. 1000/-

**Out of total fees to be deposited in the University the College/Institute has to deduct centre charge @ Rs. 70/- per candidate.**

**MODE OF PAYMENT**

All payment must be made through **SBI on line collection or SBI Bank Challan** in favour of the Comptroller of finance, Berhampur University payable at SBI, Bhanja Bihar (Code No.2107) **only**. Before submission of filled in application forms along with examination fees, the Principal(s) is/are requested to obtain clearance from the Berhampur University (Academic-I Section and sports Council) to the effect that, the college has made all payments in connection with the Cultural Fees and Sports Fees collected from the students while submission to the respective course and it has 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.**

Memo No. 8253 (6) / Exam. Gen.(Prof).Unit /B.U/2021,

*[Signature]*  
Controller of Examinations  
Date: 22-11-2021

1. Copy to the Principal, Lingaraj Law College, BAM//Ganjam Law College, BAM//Jeypore Law College, Jeypore for information and necessary action.
2. Copy to the Dr. Banamali Khuntia, Web Master B.U, //Section Officer(s), Exam.(Conf.) Prof. Section// Setting Unit, Berhampur University for information and necessary action.

*[Signature]*  
Controller of Examinations  
22-11-21

**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.**

3. All Engineering, Medical, P.G Examinations and Other Professional Examinations – Rs. 500/- + Rs. 500/-
4. +3 Examinations and Others – Rs. 300/- + Rs. 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.

**The principal is 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 students for doing form fill-up**

  
22-11-21  
Controller of Examinations