

# BHARATHIAR UNIVERSITY

Accredited with 'A' Grade by NAAC

Coimbatore – 641 046. ph:2422222 WWW.b-u.ac.in

**EXAMINATION NOTIFICATION – NOVEMBER 2009**

(FOR PRIVATE CANDIDATES)

**T**he UG and PG November 2009 examinations are scheduled to commence from 3<sup>rd</sup> November 2009 and 10<sup>th</sup> November 2009 respectively.

The Practical examinations will commence during the third week of October 2009 for UG courses. The candidates who have to attend Practical Examinations may contact the Principal of the College concerned in advance for exact date and session of practical examinations.

Further details are available in the University website [www.b.u.ac.in](http://www.b.u.ac.in)

The examination notification and other related informations will also be made available in the website.

Last dates for receipt of filled-in applications with necessary fees in the office of the Controller of Examinations, Bharathiar University, Coimbatore – 641 046 from the private candidates are

**Without fine:22.09.2009**

**With a fine of Rs.10/-perday upto 25.09.2009**

Applications received after the above mentioned dates and incomplete applications will be rejected.

**CONTROLLER OF EXAMINATIONS.**

Coimbatore

Date: 08.09.2009.

**REF.NO:COE/UG/PG/2009/1625**

**DATED: 08.09.2009.**

**From**

Dr B.KRISHNAMURTHY,  
Controller of Examinations

**To**

The Principals of Arts & Science Colleges/  
Management Institutions.  
all affiliated non- Autonomous

**Sir/Madam,**

Sub:University Examinations – November 2009 – UG and PG Degree  
Courses - Regular Candidates – Despatch of application forms – Reg.

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I am to inform you that the odd semester examinations November 2009 are scheduled to commence as detailed below :

1. All UG courses - 03.11.2009
2. All PG courses - 10.11.2009

Please find herewith enclosed:

- i) Bio-data to be filled-in by the students who have been admitted into the first year of the various courses during 2009 - 2010.
- ii) Few copies of the instructions to fill-up the computer-coding sheet.
- iii) Computer-generated Examination application forms and nominal roll in respect of students in the II/III year of various courses.
- iv) Few blank examination application forms (computer – stationery)

**FIRST YEAR STUDENTS:**

The bio-data may be got duly and correctly filled-in by the students who have been admitted into the Ist year of the various courses. Few copies of the instructions to fill-up the computer coding sheet are provided to facilitate the candidate to fill-in the examination application form. The Principal is requested to seek the assistance of the teaching staff to read out the instructions to the students and help them to fill-in the application forms, correctly.

In case of the first year students of all courses, it is required that every candidate encloses a copy of the HSC or equivalent mark sheet (in case of UG students) UG Provisional/ Degree certificates in case of PG students along with the examination application, so as to ascertain the correct initial and spelling of the name of the candidate written in the application. Specific care may be bestowed in getting the bio-data forms filled correctly by the students, especially with regard to the spelling and initials of the name of the student and branch of study.

**THE NAME SHOULD BE WRITTEN AS FOUND IN THE HSC MARK SHEET.**

Any wrong entry in any column will result in creation of wrong data and generation of incorrect certificates/statement which can be avoided at this stage itself.

The data provided in the bio-data forms by the I year students may be fed into the computer by the college itself using the FOXBASE/FOXPRO programme BIOENTRY.PRG. provided in the ANNEXURE A in the specific data-base structure BIODATA.DBF containing 128 characters (124 characters for PG courses). The dbf.file BIODATA.DBF containing, all the records of the I year students may kindly be sent to the undersigned in a 1.44 MB floppy alongwith a hard copy and the duly-filled biodata forms. The data entry at the college will facilitate the college also to maintain a data –base similar to the one maintained at the University and modify/update it periodically.

**II / III YEAR STUDENTS:**

The senior students, i.e. the students in the II / III years of study may be instructed to verify their individual examination application forms, with regard to their present semester subjects(including AOS subjects) and arrear subjects, if any.

The code numbers of all subjects in current semester and the code numbers of the subjects in which the candidate has failed in the previous semesters are given against the respective semesters in the application forms. As there is already a standing instruction that a candidate has to appear for all papers of the regular semester, it is requested that the candidates be instructed to make a tick mark (  $\checkmark$  ) against all subjects of the current semester. Since the candidates have the option to appear for failed subject(s), he/she may be asked to make a tick mark (  $\checkmark$  ) against the code number(s) of the previous semester subjects, which he/she wishes to appear for in the November 2009 Examinations and be asked to mark a circle, eg. 43A around the code number (here 43A) of the subject(s) which he/she does not wish to appear for. The relevant instructions given on the backside of the application form should be followed.

**III SEMESTER STUDENTS:**

II year UG candidates can opt any one of the subjects under Part IV and entered the subject code in the examination application form.

- 3FA - Orientation in Tamil Language for candidate those who have not studies Tamil upto 12<sup>th</sup> standard ( compulsory ).
- 3FB - Advanced Tamil – candidates who have studies Tamil at +2 level and also chosen for other language ( Hindi, French, Malayalam etc.) at Degree level or any one of the subject
- 3FC - Yoga for Human Excellance (or )
- 3FD - Women’s Right.

**Discrepancies, if any, in the Computer-generated application form may be promptly intimated to the undersigned and the corrections be made boldly and prominently in the form.**

The Principal is informed that the enclosed two copies of nominal roll contains (i) Register Numbers (ii) Name of the candidate (iii) Code number of the subjects that are printed in application form (iv) total number of theory/practical papers that a candidate may appear for and (v) cost of application form and mark statement. The same may be verified and corrections/modifications if any, may be made by following the guidelines given in ANNEXURE-B.

### **IMPROVEMENT (FOR UG CANDIDATES):**

Candidates can apply for November 2009 Examinations to improve their marks in any of the subjects of two immediate previous semesters, which he/she has already appeared for and passed in the first attempt i.e. a candidate in fifth semester can improve his/her performance of the third and or fourth semester subjects and a candidate in third semester can improve his/her performance of the first and or second semester papers. Subject to the above condition, a candidate desiring to improve the performance in any subject, has to write the code number of the paper (subject) against the (corresponding ) I/II/III/IV/V/VI semester entries and should write "RI" to the right of the code (for instance 53A-RI). PLEASE NOTE THAT THE FEE FOR IMPROVEMENT IS Rs.235/- PER PAPER (including exam fee of Rs.60/-).

### **IMPROVEMENT (FOR PG CANDIDATES)**

PG candidates are eligible to improve their marks in any of the subjects which the candidates already passed in the immediate previous semester. For e.g., candidate in the 3<sup>rd</sup> semester can improve only in the second semester subject and so on. Candidate who desires to improve the subject, write the subject code with RI against the corresponding semester. The prescribed fee is Rs. 620/- per paper.

### **TRANSFERRED STUDENTS**

If any candidate has been transferred from one college to another college in this University area, the Principal of the former college is requested to send the examination application of that candidate to the Principal of the later college where the candidate has joined, with an intimation to this office.

To whom blank application forms may be issued to (i) candidates who are not in receipt of computer-generated application forms and (ii) to students who have been freshly admitted to the present semester of a course. Such applications should be sent along with the computer applications, with details mentioned specifically in the covering letter.

All the regular candidates shall apply for the November 2009 examinations through the Principals of their respective colleges.

### **FEES TO BE PAID BY CANDIDATES:**

The fees details are furnished in ANNEXURE 'C'. One copy of the same may be put up in the Notice Board.

The candidate shall not pay the cost of application while receiving the application form, but shall pay the same along with the examination fees while submitting the application.

The last date for payment of fees and submission of application by regular candidates in the **college office** is as follows:

<b>WITHOUT FINE</b>	<b>: 22.09.2009</b>
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<b>WITH FINE OF RS.10/- Per day</b>	<b>: 25.09.2009</b>
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The fees collected from the candidates by the college shall be paid to the University in the form of DEMAND DRAFTS drawn in favour of "THE REGISTRAR, BHARATHIAR UNIVERSITY" payable at Coimbatore. It is requested that separate Demand drafts may be drawn course wise (B.A. /B.LITT. /B.S.W. /B.C.S. /B.Sc./ B.C.A./B.Com./B.Com.(CA) /B.B.M./B.B.M.(CA)/M.A. /M.Sc. /M.Com../ MFC /MIB/ MCA/MBA Degree course).

The duly filled-in applications, nominal rolls, Demand drafts, undistributed/unused application forms, floppy and hard copy of the dbf.file may be sent so as to reach this office on 30.09.2009. The Principal is requested:

- i) not to issue examination application forms to any candidate, who is not eligible to write the November 2009 examinations.
- ii) to inform the schedule for payment of fees to all candidates well in advance.
- iii) not to receive the fee/application from any candidate after the prescribed last date.
- iv) **NOT TO SEND ANY CANDIDATE TO THE UNIVERSITY FOR THE PURPOSE OF CONDONING LATE SUBMISSION OF APPLICATION OR LATE PAYMENT OF FEES, ETC. AND**
- v) to verify, whether all candidates who have paid the examination fees, have submitted the applications,

It is requested that the contents of this letter may be brought to the notice of all the concerned students, HODs and staff members.

The receipt of this letter may be acknowledged.

Yours faithfully,

**CONTROLLER OF EXAMINATIONS**

**College:**

**Encl:**

1. Examination Application forms (Computer Generated)
2. Blank Application forms.
3. Nominal roll ( in duplicate )
4. Bio-data Forms(I semester application forms).
5. Instructions to candidates.
6. Annexure A – Database Structure
7. Annexure B – Guidelines to make corrections ( in Nominal rolls)
8. Annexure C – Fees details ( 2 copies )

**ANNEXURE - B**

**BHARATHIAR UNIVERSITY : COIMBATORE 46**

***GUIDELINES TO MAKE CORRECTIONS IN THE NOMINAL ROLL***

The following guidelines be followed by the Principal for making corrections in the Nominal roll and one copy of corrected Nominal Roll (first copy) be sent to the University along with applications.

- i) If a candidate had not applied for all papers of the examination (i.e. if he/she had not at all applied for this examination) then the Register Number of the candidate be circled e.g. as 022AA0001 and the other entries against the candidates be scored off.
- ii) If a candidate had not applied for an arrear subject, the code number of the subject be circled e.g. as 53A.
- iii) If a candidate wishes to apply for a subject which is not printed in the application form due to one reason or other, the code number of that subject be written at the end of other subject codes against the candidate.
- iv) If the name/Register number of a candidate was not already found in the nominal roll, the Register number, name, codes of subjects, etc., be entered manually at the end of the nominal roll of that course.
- v) If the candidate has applied for improvement in any of the paper or and practical, then the relevant code number shall be written at the end of other subjects codes against the candidate by writing the letters as 'RI' after the code (as 53A-RI).
- vi) Fine paid, if any, for late submission may be entered in the respective place.( & shown in separate column in the fees details list)

Necessary corrections be made in the total number of theory paper/practical/project for which the candidate is registered and also in the fee column for all such changes carried out as per the above guidelines (i) to (vi).

The two copies of the nominal roll be separated, **ONLY AFTER HAVING DONE ALL CORRECTIONS AS INSTRUCTED ABOVE**; the first copy of the nominal roll be sent to the Controller of Examinations and second copy (carbon copy) be retained in the college office for reference. As usual, at the time of sending Hall Tickets, two fresh corrected copies of the nominal roll will be sent to the college by this office.

It is requested that **RED INK BALL POINT PEN** may be used to make all corrections as said above.

**CONTROLLER OF EXAMINATIONS.**

**BHARATHIAR UNIVERSITY : COIMBATORE – 641 046**

From

To

Dr. B. KRISHNAMURTHY,  
Controller of Examinations

The Principals of all Arts & Science  
Colleges and Management  
Institutions affiliated to  
Bharathiar University  
( Non-Autonomous )

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No.COE/ASC/2009/Nov.2009 Exam/

Dated : 08.09.2009

Sir/Madam,

Sub : University Examinations UG / PG Degree – November 2009  
Private candidates – issuing of applications – Reg.

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I am to inform that a brief press notification and a detailed notification in the website have been issued for the benefit of private candidates to receive their application forms to appear for the November 2009 University Examinations. Two copies of the same are sent herewith with a request to display them prominently on the Notice Board.

Computer – generated application forms for those candidates(i) who belong to 2004 – 2005 and subsequent batches and (ii) who had written their arrear examinations in April 2009 are sent herewith. It is requested that these application forms may be issued to the candidates concerned. If the computer – generated application form in respect of any candidate of above said batches has not been received, he/she be given a blank application form.

The private candidates have been advised to collect blank application forms from the colleges where they studied the course. Candidates admitted during 1982 – 83 to 2003 - 2004 are instructed to Re-Register their Register numbers in the University. The examination application for the Re-Registered candidates are directly sent to the individuals alongwith their Re-Registering communication. while other may be issued blank computer application forms by the college.

The candidate shall not pay the cost of application while receiving the application form but it shall be paid alongwith the Examination fees while submitting the application.

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The details of the fees to be remitted by the private candidates are enclosed.

The candidates may be directed to send the duly filled-in applications to the CONTROLLER OF EXAMINATIONS, BHARATHIAR UNIVERSITY, COIMBATORE – 641 046 directly alongwith necessary fees after obtaining the signature of the Principal in the application.

**The Principal or his office shall not receive the examination application from the private candidates at any cost.**

The private candidates who are applying for improvement of marks may be directed to submit the original Provisional Certificate and Consolidated Statement of Marks already obtained from the University. Alongwith the examination application a fee of Rs.240/- as the fee for fresh Provisional Certificate and Consolidated Statement of marks may be paid in addition to the examination and improvement fees.

**Application form should not be issued to a candidate who is not eligible to appear for November 2009 Examinations under any circumstances. All undisbursed computer application form shall be returned to the Controller of Examinations on or before 30.09.2009.**

Yours faithfully,

CONTROLLER OF EXAMINATIONS.

Encl.: 1. Press Notification 2 copies  
2. Blank applications

**BHARATHIAR UNIVERSITY : COIMBATORE 46**

**DETAILS OF THE FEES TO BE REMITTED BY THE CANDIDATES – NOVEMBER 2009  
EXAMINATIONS**

PARTICULARS		ALL UG DEGREE COURSES	BL	MCA	MBA	ALLOTHER PG COURSES@	B.Ed./ B.P.Ed.	M.Ed./ M.P.Ed.
		Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.
1.	COST OF APPLICATION	25.00	25.00	25.00	25.00	25.00	25.00	25.00
2.	STATEMENT OF MARKS	50.00	50.00	50.00	50.00	50.00	50.00	50.00
3.	THEORY (Per Paper)	60.00	60.00	250.00	350.00	120.00	120.00	225.00
4.	A) PRACTICALS 3 Hrs(Per Subject)	60.00	---	250.00	350.00	120.00	200.00	225.00
	B) PRACTICALS MORE THAN 3Hrs DURATION	120.00		---	----	250.00 (except M.Sc. Microbiology)	---	---
	C) PRACTICALS FOR M.Sc.MICROBIOLOGY 9 Hrs DURATION	---	---	---	---	300.00	---	---
5.	PROJECT/VIVA- VOCE EXAMS	120.00	---	300.00	400.00	250.00	---	300.00
6.	IMPROVEMENT FEES	235.00 *Per Paper/ Practical + 240/- for PC & CSM	---	250.00 Per Paper Plus **500.00	350.00 Per Paper Plus **500.00	120.00 Per Paper Plus **500.00	---	225.00 Per Paper Plus **500.00

\* IMPROVEMENT FEE OF Rs.235/- IS INCLUSIVE OF EXAMINATION FEES OF Rs.60/-

\*\* SPECIAL IMPROVEMENT FEE OF Rs.500/- IRRESPECTIVE OF NUMBER OF PAPERS, IN ADDITION TO REGULAR EXAMINATION FEES (THEORY PAPERS ONLY)

@ INCLUDING PG DIPLOMA COURSES  
(IMPROVEMENT IS NOT PERMITTED FOR PG DIPLOMA COURSES).