Document 2020/6831/1 - GENERAL - File No. 2020/4174/1
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http://www.kuhs.ac.in
UNew-dnD-oqFH-zbcI
KUHS,Thrissur

KERALA UNIVERSITY OF HEALTH SCIENCES

THRISSUR- 680596

Examination Branch

No . 2020/4174/1 Dated:01-02-2020

NOTIFICATION

It is notified for the information of all concerned that Second Year BSc Optometry (S) February 2020 (2016 scheme) will be conducted by the University from 28/02/2020. All affiliated colleges conducting Second Year BSc Optometry (S) February 2020 (2016 scheme) should submit their applications for examination online (University website: www.kuhs.ac.in) and forward the summary printouts, duly countersigned by the Principal / Head of the Institution to the Controller of Examinations, along with the details of fee remitted online, on or before the dates mentioned in the schedule given below.

The list of eligible Examiners (internal/external/evaluators) for each subject of this examination, should be uploaded in the prescribed format in the KUHS website. This should be done at the time of registration of the candidates. The registration report duly countersigned by the Principal/Head of the institution should be submitted to the University within the date mentioned in the schedule.

The detailed time-table will be announced later.

The details of fees and other particulars are given below:

TABLE I

SL No	Details	Fee (Rs)
1	**Application fee per candidate**	**105/-**
2	**Fee for mark list per candidate**	**210/-**
3	**Fee for each paper (inclusive of Theory, Practical and Viva)**	**275/-**
4	**Fine to be paid per paper after the last date stipulated**	**105/-**
5	**Super fine to be paid per paper after the last date stipulated**	**315/-**
6	**Fine for late submission of internal assessment marks**	**5250/-**

Application and Registration Schedule for Examination:

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TABLE II

SL No	Details		
	Date	Exam Registration	Attendance & Internal Assessment
1	01/02/2020	Starting of online registration	Starting of online submission of Attendance & Internal Assessment
2	10/02/2020	Last date for online registration of examination	Last date for online submission of Attendance & Internal Assessment and entry of online fee remittance details
3	11/02/2020	Last date for online registration of examination with fine of 105/- per paper	
4	12/02/2020	Last date for online registration of examination with super fine of 315/- per paper	Last date of online submission of Attendance Report & Internal Assessment (with fine of 5,250/-)
5	19/02/2020	Last date of receipt of printout of Attendance report, Internal Assessment and examination registration report without fine in the University (Submission of Attendance and Internal Assessment marks is compulsory)	
6	20/02/2020	Last date of receipt of printout of Attendance report, Internal Assessment and Examination Registration report in the University (with fine)	
7	25/02/2020	Issue of Admit cards	
8	28/02/2020	Date of Examination	

Instructions to the Candidates

1. The fee once paid will not be refunded or adjusted under any circumstances.

2. Applications after the stipulated date will not be entertained on any grounds.

3. Model question papers are published in the website. (University website: www.kuhs.ac.in)

Instructions to the Principal / Head of Institution

Remittance of Examination Fee:

1.The Principal / Head of the Institution should collect Examination fee from all the candidates and remit the consolidated amount to the University Fund online in a single transaction.

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2. The Principal / Head of the Institution should send a separate statement showing the details of those SC/ST/OEC candidates who are not remitting the examination fee, with an undertaking that their examination fee will be claimed by the College from the Department concerned and remitted the same to the University before the issue of the mark - list concerned.

3. Applications for registration should be accompanied by the prescribed fee.

4. Those candidates who have shortage of Attendance and have not obtained minimum marks for Internal Assessment are not eligible for appearing for the examination. Partial appearance for eligible subjects will be permitted to those candidates who have shortage of internal assessment marks in one or more subjects, but secured prescribed attendance percentage (80%) in all the subjects. Principal / Head of Institution are solely responsible for any lapses in this regard.

5. The Institutions which are not recognised as Theory Examination Centres of the University, have to remit an additional amount of 105/- per candidate per paper for using another Approved Centre.

6. No other fees should be collected from the candidates for this examination purpose.

7. If any of the candidate/s are debarred from appearing in the University examination Principal/HOI should not register such candidates. If this direction is violated it will be viewed very seriously by the University.

Attendance:

1. The Principals / Heads of Institutions are required to furnish attendance of all the candidates. There is no provision for condonation of shortage of attendance from the University. However, the Principal, on recommendations by the HoD/ Dept. in charge can condone the shortage of attendance of a candidate to a maximum of 10% for a subject (s) once in a course period (under intimation to the Controller of Examinations with fee of 525/- per subject).

2. The summary printout of Application for Examination, Internal Assessment Mark Statement and Attendance Statement, duly countersigned by the Principal / Head of Institution should be forwarded so as to reach the University before 5.00 pm on the last date stipulated.

3. The attendance of the candidates should be displayed on the College Notice Board for information to the candidates

Internal Assessment:

The printouts of Internal Assessment Marks should be signed by each candidate against their marks. This statement signed by the Head of the Department, duly countersigned by the Principal / Head of the Institution should reach the University before 5.00 pm on the last date stipulated. A photocopy of the same should be displayed on the College Notice Board.

Admit Card:

Admit Cards will be issued online to all colleges. The Principal / Head of Institution should download the Admit Cards and distribute the same to the candidates, after getting candidates' signature and countersigned by the Principal with College seal

Request for Advance Amount

Request for advance in respect of theory examination may be forwarded to the Finance Officer or email to fo@kuhs.ac.in or to exam.finance@kuhs.ac.in along with registration report.

Important points to be noted in online payment

1. Payment can be made using internet banking and credit card only.

2. Colleges should not wait for the last minute of the date/time fixed for remittance because there may have problem of connectivity and consequent failure of online remittance and delay in making payments which may lead to imposition of fine or super fine, as the case may be, for which the remitter alone will be responsible.

3. Fee for a particular Examination shall not be clubbed with fee for retotalling of score Sheets or any other fee.

sd/,

Controller of Examination

To,

The Principals/Head of Institutions of all affiliated B.Sc Optometry Colleges.

Copy to: System Manager/University Website/PRO

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