



OFFICE OF THE REGISTRAR::DIBRUGARH UNIVERSITY::DIBRUGARH

Memo No. DU/DCE (A)/CoE/Exam. Form-Even Semesters/2021/ **179**

Date: 02.08.2021

NOTIFICATION

Sub: B.A./B.Sc./B.Com. 2nd, 4th and 6th Semester (Non CBCS) Examination 2021 Form Fill up-regarding.

It is hereby notified for information of all concerned that **considering the present situation**, applications are invited from the colleges for eligible candidates for admission into the **B. A. / B. Sc. / B. Com. 2nd, 4th and 6th Semester (Non CBCS) Examinations, 2021 to be held from the second half of the month of August, 2021. The Colleges are requested to start the form fill up process of their students manually based on the format available in the Dibrugarh University website www.dibru.ac.in. The soft copy of the Examination forms along with the other details (fee structure, UID etc.) by the colleges shall then be submitted to the University Examination Branch as and when notified by the University.**

The instruction as laid down hereunder pertaining to the 2nd, 4th and 6th Semester B.A./B.Sc./B.Com. Examinations (Non CBCS), 2021 **should be followed by the colleges:**

1. Issue of Computer Generated Examination Forms (Excel Format)	To be issued on later date.
2. Last date of submission of Examination Forms by the colleges at the University	Will be notified later
3. Detail statement of fee, forms etc.	One copy of each programme is required for computerized processing.
4. OBC/SC/ST candidates	To be identified in the statement
5. Last date of submission of Internal Assessment Marks at the University	Last Part of August, 2021
6. Last date of submission of Practical Examination Marks along with the evaluated scripts (if any) at the University	10.09.2021
7. List of Non-Collegiate and Dis-Collegiate students along with the name of the Examinations should be submitted without fail.	

Fees to be remitted to the University (for the students admitted in 2017 or later):

Examination Fees	General Course	Rs. 450.00
	Major Course	Rs. 650.00
Fees for the backlog courses (for Major / Speciality/Compulsory/Elective Courses)	(i) For one paper	(i)Rs. 350.00
	(ii) For more than one paper	(ii) Full fees of the examination concerned
Fine for late submission of Examination Form (if applicable)		Rs. 300.00
Marksheet fee		Rs. 150.00
Practical Examination fee*	(i) Rs. 380.00 (For 2 nd and 4 th Semester)	
	(ii) Rs. 500.00 (For 6 th Semester)	
University Centre fee*		Rs. 250.00
Non Collegiate fee**		Rs. 700.00
* The college should retain the fee and not to be remitted to the University		
** Applicable only for the backlog candidates who have registered in the University in 2017 or before subject to the availability of legitimate chance(s).		

Fees to be remitted to the University (for the students admitted in 2016 or earlier):

Fees for the 2 nd /4 th /6 th Semester backlog courses (for Major / Speciality/Compulsory/Elective Courses)	(i) For one paper (ii) For more than one paper	(i) Rs. 250.00 (ii) Full fees of the examination concerned (General Course: Rs. 400.00; Major/Speciality: Rs. 575.00)
Fine for late submission of Examination Form (if applicable)		Rs. 200.00
Marksheet fee		Rs. 100.00
Practical Examination fee*		(i) Rs. 340.00 (For 2 nd and 4 th Semester) (ii) Rs. 440.00 (For 6 th Semester)
University Centre fee*		Rs. 200.00
Non Collegiate fee**		Rs. 500.00
Betterment Permission Fee [Clause No. 10 (h) of the Dibrugarh University Regulations for the B. A. / B. Sc. / B. Com. Programmes in the Semester system, 2010]		Rs. 300.00
* The college should retain the fee and not to be remitted to the University		
** Applicable for all candidates admitted in 2016 or earlier subject to the availability of legitimate chances		

IMPORTANT INFORMATION

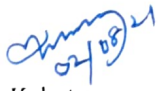
- Colleges are requested to submit the **big size detail statement of fees** in the order so that similar kind of fees paid by the candidates should be clubbed together. This is especially required to expedite the process of checking the statements manually without any hassle.
- Regarding any update related to the issuance of **admit cards** and other relevant documents pertaining to the 2nd, 4th and 6th Semester B.A./B.Sc./B.Com. (**Non CBCS**) Examinations, the colleges are requested to visit the University website (**www.dibru.ac.in**) or contact the EDPS Section at the mail id **sadiq@dibru.ac.in** or **abhijit@dibru.ac.in**
- The colleges that have not deposited the affiliation fees / permission fees, annual affiliation fee of the sports board and fees for section permission etc. to the University are requested to clear the outstanding fees before submission of Examination forms and fees. Please ignore the same if already paid. For details, the concerned colleges may contact the office of the Director, College Development Council.
- The Examination Fees should be deposited by the colleges in the form of Bank Draft drawn in favour of the Registrar, Dibrugarh University payable at **Punjab National Bank, Dibrugarh University Branch** or through RTGS (A/C No. **0157002100032540**, IFSC Code: **PUNB0994000**, MICR Code: **786024003**) and a receipt confirming the payment should be taken from the Finance and Accounts Branch of the University.
- Complying Office Memorandum No. AHE.639/2018/16 Dated, Dispur the 10th June, 2020, the examination fee (Except the Marksheet Fee) for the Academic Session 2020 – 2021 of all Regular students (domicile from Assam having UID issued by the Govt. of Assam) studying only at various Govt./Provincialised (under Directorate of Higher Education) Colleges and Institutes under the territorial jurisdiction of Dibrugarh University are hereby waived off. However, the benefit of fee waiver will not include non govt. / non provincialised Colleges / Institutes and the self – financing courses of the Colleges / Institutes. Colleges are to collect and deposit the Marksheet Fee of the fee waivers at the time of deposition of fees to the University.**
- During the course of submission of Examination form at the EDPS section of the Examination Branch, D. U. , the Principals of the Colleges are requested to submit a consolidated list of fee waived beneficiaries in excel format (both hard and soft copies). The excel file should contain (i) SI No., (ii) Registration No., (iii) Name of candidates, (iv) Programme (BA/B.Sc/B.Com), (v) Branch (Major/General/Specialty), (vi) Examination fee waived (in Rs.), (vii) Non-Collegiate fee waived (in Rs.), (viii) Late fine fee waived (in Rs.),**

(ix) UID issued by the Govt. of Assam and (x) total amount waived (in Rs.) at the bottom of the sheet.

7. The Computer Generated Examination Forms (Excel Format) which shall be issued later on by the EDPS Section, Dibrugarh University must be submitted / returned to the EDPS Section within one (one) week from the date of issuance of the same. The 'App' column in the Excel File shall be filled with 'Y' against the students who filled – up and submitted manual examination forms at the College and otherwise, the 'App' column be filled with 'N' for the students who didn't filled – up the Examination forms. **No Admit Card shall be issued if the Excel File is not submitted to / in the EDPS Section in time.**
8. For any queries related to the hard copy of the Examination Forms and the Excel sheet, the EDPS Section of Dibrugarh University may be contacted at the mail id sadiq@dibru.ac.in or abhijit@dibru.ac.in.
9. All the Principals of the Colleges are requested to inform the examinees well ahead so that no one is left out from the process of filling up the examination form. **They should take special care so that the eligible candidates those who have deposited the examination fee have signed on the examination form too. The University shall not accept examination forms from individual candidates and as such colleges should not forward/request the University in this regard.**


Looking forward for kind cooperation from all concerned.

Issued with due approval.


Dr. P.K. Kakoty
Controller of Examinations
Dibrugarh University

Copy to:

1. The Director, College Development Council, Dibrugarh University, for information.
2. All the Principals of the affiliated/permitted colleges of Dibrugarh University conducting B.A./B.Sc./B.Com. programmes
3. The Joint Controller of Examinations 'B' i/c / 'C', Dibrugarh University for information.
4. The Deputy Controller of Examinations 'A', Dibrugarh University for information and necessary action.
5. The Deputy Registrar (F & A), Dibrugarh University for information and necessary action.
6. The Assistant Registrar (Examinations), Dibrugarh University for information.
7. The System Administrator, Dibrugarh University for information and necessary action.
8. The PS to the Hon'ble Vice-Chancellor/Registrar, Dibrugarh University, for kind information of the Vice-Chancellor/Registrar.
9. The Assistant Controller of Examinations, Dibrugarh University for information and necessary action.
10. The Programmer, Dibrugarh University for information with a request to upload the notification in the University Website for wide circulation.
11. The Dealing Assistants, Examination Branch- A/B, Dibrugarh University for information and necessary action.
12. The Branch Manager, Punjab National Bank, Dibrugarh University campus, for kind information.
13. Office file.


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