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JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY HYDERABAD

(Established by JNTU Act No. 30 of 2008)
Kukatpally, Hyderabad – 500 085 Telangana (India)
ACCREDITED BY NAAC WITH 'A' GRADE

Dr. V.Kamakshi Prasad
M. Tech., Ph.D.(IIT-M),FIE.,MIEEE,MCSI,LMISTE
Professor of Computer Science and Engineering &
DIRECTOR OF EVALUATION

Lr.No. DE/ 745/ JNTUH/MBA- I Sem Regular /Supply Examinations January-2020, Date:18-11-2020

To,
The Principals of
JNTUH Constituent and Affiliated Colleges offering MBA Course

Sir,

Sub: **JNTUH, Hyderabad-Examination Branch-MBA I semester Regular /Supply Examinations January-2020-Notification–Reg.**

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The Notification is hereby issued for the I semester Regular/ Supply University examinations of MBA course. You are requested to note the following schedule of events associated with the Regular/Supplementary Examinations of MBA course. These Examinations are scheduled to be held in the month of January-2020.

S.No	Instructions	I SEM REGULAR AND SUPPLEMENTARY
1	a) Last date for Uploading Last fortnight Attendance b) Downloading the system generated reports of detained and condonation students.	09-01-2020 (3.00 PM) 10-01-2020
2	Online registrations will be available from	20-11-2019
3	Last date for registration without late fee	30-11-2019
4	Last date for Registration with late fee of Rs.100/-	07-12-2019
5	Last date for registration with late fee of Rs.1000/-	12-12-2019
6	Last date for registration with late fee of Rs.2000/-	08-01-2020
7	Last date for registration with late fee of Rs.5000/-	15-01-2020
8	Last date for registration with late fee of Rs.10000/- *** This late fee application should be manually submitted along with demand draft.**	16-01-2020 to Till end of Exams.
9	RTGS Transfer of Amount	10-01-2020
10	Collection of Booklets from ACE-2	10-01-2020
11	Intimation of Discrepancies in Booklets	10-01-2020 (Up to midnight)
12	Collect the correct answer booklets of discrepancy cases	13-01-2020
13	Downloading of Hall Tickets	10-01-2020
14	Last date for Uploading of Internal marks of I Sem Regular	16-01-2020
15	Last date for Uploading of External Lab Marks	16-01-2020
16	Submission of Lab Award Lists/Consolidated Internal Marks	17-01-2020
17	Commencement of End Sem Examinations	17-01-2020

Yours sincerely

Sd/-

DIRECTOR OF EVALUATION

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EXAMINATION BRANCH

MBA - I SEMESTER - (R19/R17/R15/R13) REGULAR/SUPPLEMENTARY EXAMS- JANUARY-2020.
(R19-2019, R17-2017, 2018 ADMITTED BATCHES, R15-2015, 2016 ADMITTED BATCHES, R13-2014 ADMITTED BATCH)

NOTIFICATION

The students who appear for the above examinations commencing from **17-01-2020** are to note that the online registration for University examinations will be carried out as per the time schedule given below:

INSTRUCTION		Start Date	End Date
Without Late Fee	:	20-11-2019	30-11-2019
With Late Fee of Rs.100 /-	:	01-12-2019	07-12-2019
With Late Fee of Rs.1000 /-	:	08-12-2019	12-12-2019
With Late Fee of Rs.2000 /-	:	13-12-2019	08-01-2020
With Late Fee of Rs.5000 /-	:	09-01-2020	15-01-2020
With Late Fee of Rs.10000 /-	:	16-01-2020	Till end of exam.
Downloading report of detained students , Condonation students lists	:	10-01-2020	10-01-2020
Online Payment of Exam registration Fee	:	10-01-2020	10-01-2020
Collection of Pre-Printed Answer Booklets From ACE-2	:	10-01-2020	10-01-2020
Physical Verification & Intimation of Discrepancies in The Pre-Printed Answer Booklets.	:	10-01-2020	10-01-2020 (Up to midnight)

EXAMINATION FEE :

[A] FOR WHOLE EXAMINATION	**Rs.955/-**
[B] FOR ONE SUBJECT	**Rs.365/-**
[C] FOR TWO SUBJECTS	**Rs.615/-**
[D] FOR THREE SUBJECTS	**Rs.840/-**
[E] FOR FOUR SUBJECTS AND ABOVE	**Rs.955/-**

Note:

1. The Registrations should be done through the following Examination registrations portal url only. **registrations.jntuh.ac.in/olrmba**
2. The Helpline numbers are: 9989980170, 9704033577. Any problems in registrations should be sent Email to : **jntuhsdc@gmail.com**.
3. Hall Tickets will be issued only after receiving the University Exam Registration Fee by Online Mode.
4. The Principals are requested to arrange for the collection of student specific answer Booklets from **ACE- 2.**
5. The Condonation fee is **Rs.300/-** per candidate for any number of subjects
6. The Ph. D Course work subjects Exam registration shall also be done through the exam registration portal only.

DATE: 18-11-2019.

Yours Sincerely

Sd/-
DIRECTOR OF EVALUATION

Copy To:

All Constituent and Affiliated Colleges offering MBA Courses through portal.
C.E, D.E. Peshi, All A.C.Es. & COMPUTER SECTION.

Important Instructions

1. **JNTUH through Proceeding No. JNTUH/EB/11148/2/2018 Dated.20-01-2018 have extended certain benefits to Physically Handicapped students (deaf, dumb, hearing impaired, orthopedically handicapped and visually handicapped) such as exemption from payment of examination fee and pass marks. The principals may submit the certificate of permanent disability in the year of admissions and it holds good for entire duration of the course. The colleges need not submit proof of disability for every series of exams (Only in case of permanent disability).**

2. **On the last day of regular series exams one sealed envelope and on the last day of supply series exams the second sealed envelope consisting of used blank booklets Part-1 cut slips should be sent along with last exam answer scripts (through postal van).**

3. **If any college uses blank answer booklet, unless the student details are furnished, the D-form cannot be generated. Hence all the Principals are informed to keep the cut slips of blank used answer booklets ready before generating the pdf report of D-Form of that session (day) exams**.

4. **If there are any discrepancies like the question is incomplete in the question paper or a question is out of syllabus, all such discrepancies should be submitted to Director of Evaluation within 3 days of that examination. Otherwise such requests will not be entertained.**

5. **Part-1 cut slips of answer booklets are to be torn- off at the host centre for all the used answer scripts. Similar to the counting of used answer booklets, the part-1 cut slips are also to be counted. Both the counts must be matched. If any college neglects to remove Part-1 cut slip of any answer script, the matter will be viewed very seriously and a penalty of Rs 1000/- per each un-cut Part-1 slip will be levied and a memo will be issused.**

6. **Whenever a pre-printed answer booklets is found stitched with two OMRs, following decision is to be taken**

S.No	Issue	Decision
1	The students of both the OMR sheets are present for the exams	The booklet should be given to the candidate whose particulars are printed on top OMR. The bottom OMR should be torn at perforations, retaining the top OMR
2	If one of the two students are present and the other student is absent	Tear off the OMR sheet of absent student at perforations and issue the booklet to the student who is present

7. **Upload of information about the usage of blank booklets is mandatory. Other-wise it may lead to non-declaration of result. The Part-1 cut-slips of such used blank answer booklets (generally such cut-slips in any college shall be a single digit number) are to be sent in separate pre-printed envelopes which shall be issued to each college along with the stationary.**

8. **Unused blank booklets and booklets of absent students should be retained in the host college only. However the parent colleges are informed to take a copy of the present & absent Statements (D-forms) from the host colleges.**

9. **A service is available for knowing all the backlog subjects of the subjects of the students which are not registered.**

10. **The service to delete the registration will be made available to the college only until the last date of registration, with a fine of Rs 100/- per each deletion.**

11. **Instructions to Chief Superintendents, Instructions to Invigilators and Instructions to Observers which were communicated on 28-08-2018 shall be scrupulously followed.**

12. **Upload the faculty details for each of the registered subject of the regular series using the appropriate menu service, for the purpose of appointing them for spot valuation duty or as Examiners / Resource persons for various confidential works, it is mandatory. If the faculty member is already registered as a valuer, the valuer ID must also be entered. If any faculty member services cannot be extended for spot valuator duty, appropriate service may be used to mention the same.**

13. **The University exam branch shall issue the faculty specific orders for spot valuation duty. Inaddition another letter to principal of the parent college will be sent informing the faculty members selected for spot valuation duty. The colleges should depute the faculty for spot valuation duty without fail and treat their absence as on-duty. It will be counted as present in University BAS.**

14. **The request for the Challenge Valuation shall only be considered for those who applied for re-valuation in the specific subject.**

15. **Instructions to Chief superintendents, Instructions to Invigilators and Instructions to Observers which were communicated along with this notification shall be scrupulously followed.**

16. **The Cooperation of the Principals is highly solicited for smooth processing and early declaration of examination results.**