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DIRECTORATE OF UNIVERSITY EXAMINATIONS
JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY HYDERABAD
(Established by Govt. Act No. 30 of 2008)
Kukatpally, Hyderabad – 500085, Telangana (India).

Dr. A. ARUNA KUMARI

M.Tech. Ph.D

Professor of Mechanical Engineering &
DIRECTOR

Lr. No. 1410/DUEX/JNTUH/ MBA I Sem. Regular/Supplementary & II Sem Supplementary Exams, February/March-2025, Date: 16-01-2025.

To
The Principals,
JNTUH Affiliated and University Colleges (Non-Autonomous) offering MBA. Course.

Sir,

Sub : JNTUH/Directorate of University Examinations - MBA - Examinations February/March -2025, Notification –
Instructions to the Principals–Reg.

The notification is hereby issued for the MBA I Semester Regular/Supplementary University Examinations and II Semester Supplementary University Examinations. You are requested to note the following schedule of events associated with the above mentioned Examinations. These Examinations are scheduled to be held in the month of February/March -2025.

| S.No | Instructions | MBA |
|------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------|
| 1 | a) Last date for Uploading Last fortnight Attendance for I sem. regular students b) Detained and condonation reports will be generated by University. | 18-02-2025 (3.PM) 20-02-2025 |
| 2 | Online Registration will be available from | 18-01-2025 |
| 3 | Last date for Registration without late fee | 28-01-2025 |
| 4 | Last date for Registration with late fee of Rs.100/- | 07-02-2025 |
| 5 | Last date for Registration with late fee of Rs.1000/- | 14-02-2025 |
| 6 | Last date for Registration with late fee of Rs.2000/- | 19-02-2025 |
| 7 | Last date for Registration with late fee of Rs.5000/- | 23-02-2025 |
| 8 | Last date for Registration with late fee of Rs.10000/-* This late fee application should be manually submitted along with demand draft. | From 24-02-2025 to Till End of Exams |
| 9 | RTGS Transfer of Amount. | 21-02-2025 |
| 10 | Collection of Booklets from (MBA.) ACE-2 | 22-02-2025 |
| 11 | Downloading of Hall Tickets | 22-02-2025 |
| 12 | Last date for Intimation of Discrepancies in Booklets | 24-02-2025 (Up to 5pm) |
| 13 | Collect the correct answer booklets of discrepancy cases | 24-02-2025 |
| 14 | Last date for Uploading of Internal marks for I Sem. Regular | 21-02-2025 |
| 15 | Last date for Uploading of External Lab Marks | 24-02-2025 |
| 16 | Submission of hard copy of Lab Award Lists / Consolidated Internal Marks | 25-02-2025 |
| 17 | Commencement of End Sem. Examinations | 25-02-2025 |

Yours Sincerely

Sd/-

DIRECTOR



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MBA I SEMESTER - (R22/R19) REGULATIONS REGULAR/SUPPLEMENTARY EXAMS – February/March-2025.
R22-2022, 2023, 2024 ADMITTED BATCHES, R19-2021 ADMITTED BATCH.

NOTIFICATION

The students who appear for the above examinations commencing from **25-02-2025** are to note that the on-line registration for University examinations will be carried out as per the time schedule given below:

| INSTRUCTION | Start Date | End Date |
|-----------------------------------------------------------------------------------------------------------------------|------------|---------------------------|
| Without Late Fee | 18-01-2025 | 28-01-2025 |
| With Late Fee of Rs.100 /- | 29-01-2025 | 07-02-2025 |
| With Late Fee of Rs.1000 /- | 08-02-2025 | 14-02-2025 |
| With Late Fee of Rs.2000 /- | 15-02-2025 | 19-02-2025 |
| With Late Fee of Rs.5000 /- | 20-02-2025 | 23-02-2025 |
| With Late Fee of Rs.10000 /- * This late fee application should be manually submitted along with demand draft. | 24-02-2025 | Till End of Exams |
| Online Payment of Exam registration Fee | 21-02-2025 | 21-02-2025 |
| Collection of Pre-Printed Answer Booklets From ACE-2 (MBA), | 22-02-2025 | 22-02-2025 |
| Physical Verification & Intimation of Discrepancies in The Pre-Printed Answer Booklets. | 24-02-2025 | 24-02-2025 (Up to 5pm) |
| 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 :

- The Registrations should be done through JNTUH Exam registration portal urls only. <http://registrations.jntuh.ac.in/olrmba>.
- The Helpline numbers are: 9989980170, 9704033577. Any problems in registration should be sent Email to: support.registrations@jntuh.ac.in.
- The Condonation fee is **Rs.300/-** per candidate for any number of subjects.
- Hall Tickets will be issued only after receiving the University Exam Registration Fee by Online Mode.
- The Principals are requested to arrange for the collection of student specific answer booklets, from ACE- 2 (MBA.).
- Ph D Course work subjects Exam registration shall also be done through exam registration portal only.
- Please visit the student service portal with URL <https://studentservices.jntuh.ac.in/oss> for previous sem. exam question papers and other services.

DATE : 16-01-2025.

Yours Sincerely

Sd/-

DIRECTOR

Copy To :

The Principals
JNTUH Constituent and Affiliated Colleges offering MBA Course



DIRECTORATE OF UNIVERSITY EXAMINATIONS
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MBA II SEMESTER - (R22/R19) REGULATIONS SUPPLEMENTARY EXAMS – February/March-2025.
R22-2022, 2023 ADMITTED BATCHES, R19- 2021 ADMITTED BATCH.

NOTIFICATION

The students who appear for the above examinations commencing from **25-02-2025** are to note that the on-line registration for University examinations will be carried out as per the time schedule given below:

| INSTRUCTION | | Start Date | End Date |
|-----------------------------------------------------------------------------------------------------------------------|---|------------|------------------------|
| Without Late Fee | : | 18-01-2025 | 28-01-2025 |
| With Late Fee of Rs.100 /- | : | 29-01-2025 | 07-02-2025 |
| With Late Fee of Rs.1000 /- | : | 08-02-2025 | 14-02-2025 |
| With Late Fee of Rs.2000 /- | : | 15-02-2025 | 19-02-2025 |
| With Late Fee of Rs.5000 /- | : | 20-02-2025 | 23-02-2025 |
| With Late Fee of Rs.10000 /- * This late fee application should be manually submitted along with demand draft. | : | 24-02-2025 | Till End of Exams |
| Online Payment of Exam registration Fee | : | 21-02-2025 | 21-02-2025 |
| Collection of Pre-Printed Answer Booklets From ACE-2 (MBA), | : | 22-02-2025 | 22-02-2025 |
| Physical Verification & Intimation of Discrepancies in The Pre-Printed Answer Booklets. | : | 24-02-2025 | 24-02-2025 (Up to 5pm) |
| 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 JNTUH Exam registration portal urls only. <http://registrations.jntuh.ac.in/olrmba>.
2. The Helpline numbers are: 9989980170, 9704033577. Any problems in registration should be sent. Email to: support.registrations@jntuh.ac.in
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6. Please visit the student service portal with URL <https://studentservices.jntuh.ac.in/oss> for previous sem. exam question papers and other services.

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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 issued.**
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. **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.**
10. **A service is added for knowing all the backlog subjects of the students which are not registered. This service will be enabled only on 07-02-2025.**
11. **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.**
12. **The University exam branch shall issue the faculty specific orders for spot valuation duty. In addition 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.**
13. **The request for the Challenge Valuation shall only be considered for those who applied for re-valuation in the specific subject.**
14. **Instructions to Chief superintendents, Instructions to Invigilators and Instructions to Observers which were communicated along with this notification shall be scrupulously followed.**
15. **The Cooperation of the Principals is highly solicited for smooth processing and early declaration of examination results.**