No: 23/ B.H.M.C.T /MGU /Exams / 2022-23   Dated: 19.04.2023

NOTIFICATION
(BHM & CT SEMESTER –III REGULAR EXAMINATIONS, APRIL, -2023)

It is hereby notified for information of all the Regular Candidates of **Bachelor of Hotel Management & Catering Technology** of the affiliated Colleges that the III-Semester Examinations will be scheduled in due course of time and the detailed Time-Table will be notified later.

The following the schedule for the payment of examination fee and submission of examination application forms at their respective colleges:

Descriptions	Last Dates	
	Without late fee	With late fee of Rs.200/-
To Students Payment of Examinations fee and submission of Examination application forms at their respective colleges.	26.04.2023 (Wednesday)	28.04.2023 (Friday)
To Colleges 1. Preparation & Submission of E.A.F. Online 2. Remittance of consolidated Examination fee through a SBH Challan Account No. 62422450289 (Bank Code No. 21270)	27.04.2023 (Thursday) 27.04.2023 (Thursday)	29.04.2023 (Saturday) 29.04.2023 (Saturday)
Submission of printed EAF form along with NR & Fee Abstract etc to the Exam Branch, MGU.	02.05.2023 (Tuesday)	

Note: No application will be accepted after the last date of submission from any college.

DETAILS OF EXAMINATION FEE FOR B.H.M.C.T SEMESTER– III REGULR

BHMCT	Exam Fee - Rs. 1610/- + Memorandum of Marks - Rs. 100/-

(**SPECIAL INSTRUCTIONS TO THE COLLEGE PRINCIPALS:**

- The College login will be closed after the last date
- The late fee amount will be levied automatically in case the fee is not remitted to the MGU A/c and forms are not submitted as per the above schedule.

Note:

1. The exact date of commencement of the Examinations and detailed time table will be notified in due course.

2. The Examination application forms of students are to be submitted online through college login. Also, hardcopy of the same may be downloaded and submitted to the examination branch duly signed by the student and the Principal concerned along with photocopy of Qualifying Examination.

3. The Examination fee once paid by the candidate/college will not be refunded or adjusted.

4. The Principals of the Under-Graduate colleges of Mahatma Gandhi University are requested to:

- Not to collect the Exam fee from Visually Challenged, Differently abled, hearing impaired Blind, Physically Disabled, Deaf & Dumb students as per Government Orders, Copy of Medical Certificate confirming their status as disabled Handicapped. (Minimum percentage of disability must be of 40%) must be attached to the Application forms. Blind, Physically Disabled, Deaf & Dumb Students Application forms should be submitted separately along with Separate Nominal Roll.

- Inform the students that the examination fee & application forms will not be accepted after the due date.

- Instruct the students to enclose the photo copies (Xerox copies) of the memorandum marks of qualifying examination to verify the eligibility.

- Note that the Hall Ticket No allotted to a candidate at the time of admission shall not be changed or allotted to another candidate, even if the first candidate has cancelled his/her admission.
- Forward only the Examination application forms of the candidates who have put in required Percentage of attendance (75%) and submit the attendance statements.

Nominal Rolls: One hard copy of nominal rolls (consolidated list of candidates generated using the Students online information System after due verification by the Principal and signed by the Director, Directorate of Academic Audit, MGU.

5. **Subject-wise Data** of registered candidates in the prescribed preform, which must match
     with that of the forms which are submitted.

6. **Affiliation orders** issued to the colleges for the Academic year 2021-2022 for the various
 Courses for which Examination forms are submitted.

7. **No Dues certificate** issued by the Academic Branch, MGU.

8. **Clearance Certificate** from the Director, Director of Academic Audit, MGU.

9. Fees abstract (in duplicate) the first copy to be submitted to the Examination Branch, MGU and the second copy of the concerned Sections.

Controller of Examinations