

**KERALA UNIVERSITY OF HEALTH SCIENCES
THRISSUR, KERALA 680596**

Abstract

KUHS- Examination- issue of Provisional Certificates for urgent use- provision of a Thatkal Service –approved -Orders issued.

Examination Branch

No.158/2019/Exam General

21/10/2019

Read: 1) Minutes of the 23rd meeting of Board of Examinations dt.25.09.2019
2) Minutes of the 57th meeting of Governing Council dt.04.10.2019
3) Order in file no 5358/2018/A2-GC/Ex. Gen/KUHS dt.21/10/2019

Order

Provisional Degree Certificates, Mark lists, Duplicate Mark list etc., are being issued to candidates within a definite time frame which is notified under Kerala State Right to Service Act, 2012. University has been trying to provide these services within the prescribed time period itself. Accordingly, Provisional Certificates are to be dispatched to the concerned Colleges within ten days (of a Candidate becoming eligible for it). Similarly mark lists are to be issued in ninety days, duplicate mark lists are to be issued in seven days, Degree Certificates are to be issued in ninety days.

Though University is trying to comply with this time frame, most often it is seen that Candidates approach the Controller of Examination with request to issue Provisional Certificates urgently (the day itself). The number of such request is increasing day by day and causing interruptions in the usual and systematic work of Examination Wing. However, University will have to provide the services for urgent demand for certificates, in genuine and exceptional cases. In the above circumstances, the suggestion for introducing a rightful urgent service to the candidates was considered by the 23rd meeting of Board of Examinations vide paper read as (1) above. After detailed discussions, the following decisions were taken:-

- a. This service will be called “ Thatkal service”.
- b. Candidate should approach for “Thatkal Service” showing a valid reason and proof for it.
- c. A ‘Thatkal’ fee will be charged @ Rs.1,000/- (Rupees One thousand only) for provisional Certificate and Rs.500/- (Rupees five hundred only) for mark list/duplicate mark list.
- d. The service shall be provided within 48 hours excluding holidays after acceptance of the application.
- e. The application shall be accepted only after examination of the case and after confirming that there are no technical difficulties in issuing the certificates in the particular case by the concerned SO/Assistant Registrar.

The 57th meeting of Governing Council held on 04.10.2019 has considered the matter vide its Agenda No. 57.21 and resolved to approve the decision of the Board of Examinations to introduce a rightful urgent service to students, vide paper read as (2) above

Vide reference (3) cited above, the Honourable Vice Chancellor has accorded sanction to implement the decision of the Governing Council with respect to the recommendations of the Board of Examinations.

Orders are issued accordingly.

Sd/-
Controller of Examinations.

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