

No. 23571/2018/Ex.Med/Superspeciality(S)/KUHS

Date: 26.11.2018

NOTIFICATION

The **Medical Superspeciality Degree – M.Ch & DM Supplementary examinations will be conducted by the University from 03.01.2019 onwards**. The **detailed timetable will be announced later**. All Medical Colleges affiliated to this University, conducting Superspeciality programme should submit their applications for Examination and Attendance Statement **through online** (University website www.kuhs.ac.in) and forward the summary printouts duly countersigned by the Principal / Head of the Institution to the Controller of Examinations, along with fee separately on or before the date stipulated.

The list of eligible examiners (internal/ evaluators) for this examination for each subject in the prescribed format should be uploaded in the KUHS website along with the examination registration of the candidates and the printout should be countersigned by the Principal / Head of the Institution and forwarded to the University along with examination registration report.

The details of fees and other particulars are given below:

- **FEES – TABLE I**

Sl. No.	Details	Fee(₹)
1	Application fee	105/-
2	Fee for Provisional Certificate (to be paid only once)	1050/-
3	Fee for Original Degree Certificate (to be paid only once)	2100/-
4	Fee for each paper (inclusive of Theory, Practical and Viva)	4620/-
5	Total fee per candidate	21735/-

6	Fine to be paid per paper after the last date stipulated (Sl. No. 3 of table II)	105/-
7	Super Fine to be paid per paper after the last date stipulated (Sl. No. 4 of table II)	315/-
8	Fine for late submission of Attendance	5250/-

**• SCHEDULE FOR REGISTRATION AND APPLICATION FOR EXAMINATION -
TABLE II**

SI No	Date	Details
		Exam Registration
1	01.12.2018	Start of online Registration and online submission of Attendance
2	14.12.2018	Last date for online Registration of Examination, online submission of Attendance and entry of fee details without fine
3	18.12.2018	Last date for online Registration of Examination with fine of ₹. 105/-per paper.
4	20.12.2018	Last date for online Registration of Examination with super fine of ₹ . 315/-per paper and Last date of online submission of Attendance Report (with fine of ₹.5250/-).
5	22.12.2018	Last date of receipt of printout of Attendance report, Examination Registration report and DD of the candidates applied without fine in the University
6	28.12.2018	Last date of receipt of printout of Attendance report, Examination Registration report and DD of the candidates applied with fine in the University.
6	31.12.2018	Issue of Admit cards
7	03.01.2019	Date of Examination

Instructions to the Candidates

- i. The fee once paid will not be refunded or adjusted under any circumstances.

- ii. Applications after the stipulated date will not be entertained on any grounds.

Instructions to the Principal / Head of Institution

- **Remittance of Examination Fee:**
 - a) The Principal / Head of the Institution should collect Examination fee from all the candidates and remit the consolidated amount to the University Fund through a **single Demand Draft drawn in favour of Finance Officer, 'SBI-KUHS Examination Fee Account No. 31768842875, payable at 'Thrissur'.**
 - b) **The Principal / Head of the Institution should send a separate statement showing the details of those SC/ST/OEC candidates who are not remitting the examination fee with an undertaking that their examination fee will be claimed by the College from the Department concerned and remit the same to the University.**
 - c) All applications for registration should be accompanied by the prescribed fee.
 - d) Those candidates who have **shortage of attendance are not eligible** for appearing the examination. **Principals/Head of the Institutions are solely responsible for any lapses in this regard.**
 - e) The Institutions which are not recognised as University Examination Centre for Theory Examinations have to remit to the University, an additional amount **of ₹. 105/-** per candidate per paper for using another Approved Centre
 - f) **No other fees should be collected from the candidates for this examination purpose.**
 - **Attendance:**
 - a) The Principal / Head of the Institution are required to furnish yearly attendance of all the candidates. There is no provision for condonation of shortage of attendance for PG Courses. Yearly 80% attendance is mandatory.
 - b) The summary printout of Application for Examination and Attendance Statement, duly countersigned by the Principal / Head of Institution should

be forwarded so as to reach the University before 5.00pm on the last date stipulated.

- c) **The printouts of Attendance Statement should be signed by each candidate.** This statement signed by the Head of the Department, duly countersigned by the Principal / Head of the Institution should reach the University before 5.00 pm on the last date stipulated. **A photocopy of the same should be displayed on the College Notice Board.**

- **Admit Card:**

Admit Cards will be issued to all colleges **through online**. The Principal / Head of Institution should download the Admit Cards and distribute the same among the candidates, after getting candidates' signature and counter signed by the Principal with College seal.

- **Applications after the stipulated date will not be entertained on any grounds.**

- **Request for Advance Amount**

Request for advance in respect of theory examination may be forwarded to the Finance Officer or email to fo@kuhs.ac.in or to exam.finance@kuhs.ac.in along with registration report.

Sd/-

Controller of Examinations

Copy to:

1. Principals / Head of Institutions of Medical Colleges affiliated to KUHS conducting Superspeciality programme.
2. PS to VC/PVC
3. PA to Registrar/CE/FO
4. System Manager/University website
5. All Examination Sections / Stock file / File copy