



# KERALA UNIVERSITY OF HEALTH SCIENCES

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No :2023/15527/1/B1/ExMed/KUHS

Date : 11-05-2023

## EXAMINATION NOTIFICATION

It is notified for the information of all concerned that the **First Professional MBBS Degree Supplementary (SAY) Examinations May 2023 (2019 Scheme)** will be conducted from **29.05.2023** onwards. Only the candidates who have registered for the First Professional MBBS Degree Regular & Supplementary Examinations February 2023 and failed to clear the examination will be permitted to appear in the Supplementary (SAY) examinations in the failed subjects. All affiliated Medical Colleges of this University conducting **First Professional MBBS Degree Supplementary (SAY) Examinations May 2023 (2019 Scheme)** shall submit their applications for Examination through online (University website [www.kuhs.ac.in](http://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. Applications after the stipulated date will not be entertained on any grounds.

The list of eligible Examiners (internal/external/evaluators) for each subject of this examination, shall be uploaded in the prescribed format available in the University website with FEP Number. This shall be done at the time of registration of the candidates. The registration report duly countersigned by the Principal/Head of the institution shall be submitted to the University within the date stipulated in the schedule. Time table of the examination will be published later.

## TABLE - I

### Fees and other particulars

No	Particulars	Fee (Rs)
1	Application fee per candidate	110/-
2	Fee for Mark list per candidate	225/-
3	Fee for each QP Code (inclusive of Theory, Practical and Viva)	490/-
4	Fine to be paid per paper after the last date stipulated	110/-
5	Super fine to be paid per paper after the last date stipulated	335/-



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**TABLE - II**

**Application and Registration Schedule**

Sl. No	Particulars	
	Date	Exam Registration
1	15.05.2023	Starting date for the updation of FEP details of Examiners/Evaluators*
2	18.05.2023	Last date for updation of FEP details
2	15.05.2023	Starting of online registration
3	18.05.2023	Last date for online registration for examination
4	19.05.2023	Last date for online registration of examination with a fine of Rs. 110/-per paper
5	20.05.2023	Last date for online registration for examination with a super fine of Rs. 335/- per paper
8	26.05.2023	Issue of Admit cards
9	29.05.2023	Date of commencement of Examination

\*Note : Students Exam registration link will be available only after the updation of FEP details of Examiners/Evaluators. The link for faculty entry will be available in the Exam registration login from **15.05.2023** onwards.

**Instructions to the Candidates**

1. Exam fee once paid will not be refunded or adjusted for other purposes under any circumstances.
2. Applications submitted after the stipulated last date will not be considered on any grounds.
3. Model question papers are available in the University website: [www.kuhs.ac.in](http://www.kuhs.ac.in).
4. Indulging in malpractices/misconduct of any kind in the exam hall is a punishable offence.

**Instructions to the Principal / Head of the Institution**

The Candidate/s who registered for Regular Examinations and failed to pass the subject/s is/are eligible for appearing the Supplementary (SAY) Examinations and no need to upload the Internal Assessment Marks and Attendance separately for Supplementary (SAY) examinations.





## **A. Registration and Remittance of Exam Fee**

1. The Principal / Head of the Institution shall collect Examination fee from all the candidates and remit the consolidated amount to the University Fund by online in a single transaction.
2. The Principal / Head of the Institution shall send a separate statement showing the details of those SC/ST/OEC candidates, who are exempted from remitting the examination fee, with an undertaking that their examination fee will be claimed by the College from the Department concerned and remitted to the University before the distribution of the Mark list concerned. Such fees shall be remitted separately and thereafter the Principal/HoI shall submit a revised statement of remittance of the entire Registration fees for that particular exam to CE for audit purpose.
3. Applications for registration shall be strictly accompanied by the prescribed fee as per the conditions laid down at Sl.No.2 above.
4. Those Institutions which are not recognised as Theory Examination Centres of the University shall remit an additional amount of Rs. 110/- per candidate per paper for using another approved Exam Centre.
5. No fees other than the above shall be collected from the students for this examination purpose.
6. The summary printout of Application for Examination, duly countersigned by the Principal / Head of Institution shall be submitted to the University before 5 PM on the last date stipulated.

*Note:- If any candidate has been debarred by the University from writing any Examination or Examinations of any particular chance, the name/s of such candidates shall not be registered for the examination. Principal/HoI shall take extra vigil in this regard. Violation of this direction will be viewed very seriously.*

## **B. Admit Card**

Admit Cards will be issued by online to all colleges. The Principal / Head of Institution shall download the Admit Cards and distribute the same to the candidates after obtaining their signature for acknowledgement. Admit cards shall be distributed to the students well before the date of commencement of examination so that the defects, if any, can be promptly rectified. The distribution register of Admit Cards shall be counter signed by the Principal with college seal and kept under safe custody for further verification, if required.

## **C. Request for Exam Advance**

Request for advance fund for meeting the expenditure of theory examination shall be submitted to the Finance Officer or e-mail to [fo@kuhs.ac.in](mailto:fo@kuhs.ac.in) or to [exam.finance@kuhs.ac.in](mailto:exam.finance@kuhs.ac.in) along with the registration report.

### **Important points to be observed in online payment**

1. Payment shall be made by internet banking/credit card/UPI.
2. Colleges shall avoid waiting till the last day/hour for the remittance of fees as there are chances for occurring connectivity issues leading to failure of remittance in time. Belated remittance of fees for any reason will attract the mandatory fine/super fine.

3. Avoid clubbing the fee for an Examination with the fee for any other purpose.

**Controller of Examinations**

Copy to:

1. The Principals / Heads of affiliated Institutions concerned.
2. System Manager/University website/P.R.O
3. SF/FC

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<http://www.kuhs.ac.in>  
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KUHS, Thrissur