



KERALA UNIVERSITY OF HEALTH SCIENCES

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No : 21113/2023/B2/Ex Med/KUHS

Date : 23-06-2023

EXAM NOTIFICATION

It is notified for the information of all concerned that **Second Professional MBBS Degree Supplementary (2019 Scheme & 2010 Scheme) Examinations, July 2023** will be conducted by the University from **31.07.2023** onwards. All affiliated colleges conducting **Second Professional MBBS Degree Supplementary (2019 Scheme & 2010 Scheme) Examinations, July 2023** shall submit their applications for examination 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 the details of fee remitted online, on or before the dates mentioned in the schedule given below.

The list of eligible Examiners (internal/external/evaluators) for each subject of this examination, shall be uploaded in the prescribed format available in the KUHS website. 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

Sl. No	Details	Fee (Rs)
1	Application fee per candidate	110
2	Fee for mark list per candidate	225
3	Fee for each paper (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
6	Fine for late submission of internal assessment marks	5515
7	Fee for Mercy Chance*	1050/-



***Note:**

1. The students belonging to the admission years 2010, 2011, 2012 shall complete their courses before 31.12.2024 failing which they shall cease to remain registered students.
2. The students of 2010, 2011, 2012 & 2013 admissions shall submit a request through Principal for availing the Mercy chance on or before **10-07-2023**.

TABLE II

Application and Registration Schedule for Examination

Sl. No	Particulars		
	Date	Exam Registration	Attendance & Internal Assessment
1	27.06.2023	Starting date for the updation of FEP details of Examiners/ Evaluators *	Last date for updation of FEP details 10.07.2023
2	10.07.2023	Starting of online registration	Starting of online submission of Attendance & Internal Assessment
3	19.07.2023	Last date for online registration of examination	Last date for online submission of Attendance & Internal Assessment and entry of online fee remittance details
4	20.07.2023	Last date for online registration of examination with fine of 110/- per paper	
5	21.07.2023	Last date for online registration of examination with super fine of 335/- per paper	Last date of online submission of Attendance Report & Internal Assessment (with fine of 5515/-From 20.07.2023 to 21.07.2023)
6	25.07.2023	Last date of receipt of printout of Attendance report, Internal Assessment and examination registration report without fine in the University (Submission of Attendance and Internal Assessment marks is compulsory)	
7	26.07.2023	Last date of receipt of printout of Attendance report, Internal Assessment and Examination Registration report in the University (with fine)	
8	27.07.2023	Issue of Admit cards	
9	31.07.2023	Date of commencement of Examination	

Note *: Students Exam registration link will be available only after the updation of FEP details of Examiners/Evaluators. New link for Faculty entry will be available in the exam registration login from 27.06.2023.



Instructions to the Candidates

1. The fee once paid will not be refunded or adjusted for other purposes under any circumstances.
2. Applications submitted after the stipulated date will not be considered on any grounds.
3. Model question papers are published in the website. (University website: 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 Institution

A. Registration and Remittance of Examination 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 the same to the University before the issue 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 accompanied by the prescribed fee as per the conditions laid down st Sl.No.2 above.
4. Those candidates who have shortage of Attendance and have not obtained minimum marks for Internal Assessment are not eligible for appearing for the examination. However, partial appearance is permitted provided the candidate has attained the minimum prescribed percentage of attendance (80%) in all the subjects. Such candidates are eligible to register for examination in those subjects in which the candidate has secured the minimum percentage of internal assessment marks. **Care shall be taken while registering such candidates. Principal / the Head of Institution will be held responsible for any lapses in this regard.**
5. Those Institutions which are not recognised as Theory Examination Centres of the University, shall remit an additional amount of 110/- per candidate per paper for using another Approved Centre.
6. No fees other than above shall be collected from the candidates for this examination purpose.
7. The summary printout of Application for Examination, Internal Assessment Mark Statement and Attendance Statement, duly countersigned by the Principal / Head of Institution shall be submitted to the University before 5 PM on the last date stipulated. *Statement of Internal Assessment marks shall be signed by the Head of the Department and countersigned by the Principal.*

B. Attendance:

1. The Principals / Heads of Institutions shall furnish attendance of all the candidates. There is no provision for condonation of shortage of attendance from the University. **However, the Principal, on recommendations by the HoD/ Dept.- in -charge are permitted to condone shortage of attendance of a candidate as per the concerned regulations and scheme of the examination to a maximum of 5% (2016 Admission onwards) & 10% (2015 & earlier admission) for each subject only once in the course period under intimation to the Controller of Examinations by paying a fee of Rs. 555/- per subject.**
2. The attendance details of the candidates shall be displayed on the College Notice Board for their information



C. Internal Assessment:

The printouts of Internal Assessment Marks should be signed by each candidate against their marks. This statement signed by the Head of the Department, duly countersigned by the Principal / Head of the Institution shall be submitted to the University before 5.00 pm on the last date stipulated. A photocopy of the same shall be strictly displayed on the College Notice Board for the information of the students.

D. 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.

E. Request for Advance Amount

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 or to exam.finance@kuhs.ac.in along with the registration report.

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.

Important points to be noted 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

To

The Principals / Heads of affiliated Institutions (Medical Colleges)

Copy to: System Manager/University website/P.R.O

