



## KERALA UNIVERSITY OF HEALTH SCIENCES

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No :25735/2023/1/EX NUR B3/KUHS

Date : 02-08-2023

### **EXAM NOTIFICATION**

It is notified for the information of all concerned that the **Third Year B.Sc. Nursing Degree Supplementary Examinations September 2023 ( 2016 Scheme & eligible candidates of 2010 Scheme )** will be conducted by the University from 07.09.2023 onwards. All affiliated colleges conducting B.Sc. Nursing Course should submit their applications for examination 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 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 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 paper (inclusive of Theory, Practical and Viva)	290/-
4	Total fee per candidate(2010 & 2016 Scheme)	1495/-





5	Fine to be paid per paper after the last date stipulated	<b>110/-</b>
6	Super fine to be paid per paper after the last date stipulated	<b>335/-</b>
7	Fine for late submission of Internal Assessment marks	<b>5515/-</b>

**TABLE - II**

**Application and Registration Schedule**

Sl. No	Particulars		
	Date	Exam Registration	Attendance & Internal Assessment
1	<b>04.08.2023</b>	Starting date for the updation of FEP details of Examiners/Evaluators*	
2	<b>09.08.2023</b>	Starting of online registration	
3	<b>19.08.2023</b>	Last date for online registration for examination without fine	Last date for online submission of Attendance & Internal Assessment and entry of online fee remittance details without fine
4	<b>22.08.2023</b>	Last date for online registration of examination with a fine of Rs. 110/-per paper	----
5	<b>24.08.2023</b>	Last date for online registration for examination with a super fine of Rs. 335/- per paper	Last date for online submission of Attendance Report & Internal Assessment with a fine of Rs. 5,515/-.( A fine of Rs.5515/-will be applicable for online submissionof Attendance Report & Internal Assessment from 21.08.2023-24.08.2023)
6	<b>25.08.2023</b>	Last date for the receipt of printout of Attendance report, Internal Assessment and examination registration report <b>without fine</b> in the University. (Submission of Attendance and Internal Assessment marks	



		is compulsory)
7	<b>26.08.2023</b>	Last date for the receipt of printout of Attendance report, Internal Assessment and Examination Registration report in the University <b>with fine.</b>
8	<b>04.09.2023</b>	Issue of Admit cards
9	<b>07.09.2023</b>	Date of commencement of Examination

\*Note : Students Exam registration link will be available only after the updation of FEP details of Examiners/Evaluators.

### **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. The required fee is to be handed over to the College authorities at least one working day prior to the last date of online registration of examination stipulated in the Notification

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

#### **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.
3. Applications for registration shall be strictly accompanied by the prescribed fee
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 Rs. 110/- per candidate per paper for using another approved Exam Centre.
6. No fees other than the above shall be collected from the students for this examination purpose.
7. If any of the candidate/s are debarred from appearing in the University Examination, Principal/HOI should not register such candidates. If this direction is violated it will be viewed very seriously by

## **B. Attendance:**

1. The Principals / Heads of Institutions are required to furnish attendance of all the candidates. There is no provision for condonation of shortage of attendance in 2016 scheme. However, for 2010 scheme the Principal, on recommendations by the HoD/Dept.in charge can condone the shortage of attendance of a candidate to a maximum of 10% for a subject(s) once in a course period (under intimation to the Controller of Examinations.) with fee of Rs.555/- per subject
2. The summary printout of Application for Examination, Internal Assessment Mark Statement 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.
3. The attendance of the candidates should be displayed on the College Notice Board for information to the candidates.

## **C. Internal Assessment**

- 1.The printouts of Internal Assessment Marks should be signed by each candidate against their marks. This statement signed by the Head of the Department and countersigned by the Principal / Head of the Institution shall be submitted to the University before 5PM 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.
2. The Internal Marks and Attendance of supplementary candidates should be entered again. In the case of candidates who had improved their Internal marks, the marks secured in that Examination even if lesser than the previous marks will be taken as the final marks and that mark only should be entered

## **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 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.

*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 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

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