



KERALA UNIVERSITY OF HEALTH SCIENCES

THRISSUR- 680596
Examination Branch

No : 29834/2019/B2/EX-AHS/KUHS

Date : 10-12-2021

EXAM NOTIFICATION

First Year Master of Optometry Degree (R/S) Examinations January 2022– will be conducted by the University from **31/01/2022** onwards. All affiliated colleges conducting **Master of Optometry Course** 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 in the KUHS website. This should 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 mentioned in the schedule.

The detailed time-table will be announced later.

TABLE I

The details of fees and other particulars

Sl. 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)	1095/-
4	Fee for Dissertation for each candidate	1655/-
5	Fine to be paid per paper after the last date stipulated-	110/
6	Super fine to be paid per paper after the last date stipulated	335/-
7	Fine for late submission of internal assessment marks	5515/-

TABLE II



Application and Registration Schedule

Sl. No	Particulars		
	Date	Exam Registration	Attendance & Internal Assessment
1	15/12/2021	Starting of online registration	Starting of online submission of Attendance & Internal Assessment
2	07/01/2022	Last date for online registration of examination	Last date for online submission of Attendance & Internal Assessment and entry of online fee remittance details
3	12/01/2022	Last date for online registration of examination with fine of 110/-per paper	
4	17/01/2022	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 5,515/-)
5	20/01/2022	Last date for the 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)	
6	24/01/2022	Last date for the receipt of printout of Attendance report, Internal Assessment and Examination Registration report in the University (with fine)	
7	27/01/2022	Issue of Admit cards	
8	31/01/2022	Date of commencement of Examination	


Instructions to the Candidates

1. The fee once paid will not be refunded or adjusted under any circumstances.
2. Applications submitted after the stipulated date will not be entertained on any grounds.
3. Model question papers are available published in the website. (University website: www.kuhs.ac.in)

Instructions to the Principal / Head of Institution

Remittance of Examination Fee:



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1. The Principal / Head of the Institution shall collect Examination fee from all the candidates and remit the consolidated amount to the University Fund online in a single transaction.
 2. The Principal / Head of the Institution shall submit 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 remitted to the University before the issue of the mark – list concerned.
 3. Applications for registration shall be 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, **appearance for eligible subjects will be permitted to those candidates who have shortage of internal assessment marks in one or more subjects, but secured prescribed percentage of attendance (80%) in all the subjects. Principal / Head of Institution are solely responsible for any lapses in this regard.**
 5. The Institutions which are not recognised as Theory Examination Centres of the University shall remit an additional amount of Rs. 105/- per candidate per paper for using another Approved Centre.
 6. No other fees shall be collected from the candidates for this examination purpose.
 7. If any of the candidates are debarred from appearing in the University Examination, Principal/HOD should not register such candidates. Violation of this direction will be viewed very seriously.

Attendance:

1. The Principals / Heads of Institutions shall furnish the attendance details 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 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 by paying a fee of 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 5.00 pm on the last date stipulated.
3. The attendance details of the candidates should be displayed on the College Notice Board for the information of the students

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 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 by online to all colleges. The Principal / Head of Institution should



download the Admit Cards and distribute the same to the candidates, after getting their signature for acknowledgement . The distribution register of admit cards shall be countersigned by the Principal and kept in safe custody for verification, if required.

Request for Advance Amount

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

Very important:- 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 should not be registered by the Principal/Hol for that Examination/s. 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 or credit card only.
2. Colleges should not wait for the last minute of the date/time fixed for remittance because there may arise problems of connectivity and consequent failure of online remittance. Delay in making payments will lead to imposition of fine or super fine, as the case may be, for which the remitter alone will be responsible.
3. Fee for a particular Examination shall not be clubbed with the fee any other purpose.

Sd/-
Controller of Examinations

To

The Principals / Heads of affiliated Institutions (Master of Optometry Colleges)

Copy to:

System Manager/University website/P.R.O

