



# KERALA UNIVERSITY OF HEALTH SCIENCES

THRISSUR- 680596  
Examination Branch

No : 28622/2021/Ex-AHS/A3/KUHS

Date : 08-11-2021

## EXAM NOTIFICATION

**Master of Public Health (MPH) Part 1 Supplementary Examinations, Decemeber 2021** will be conducted by the University from **06.12.2021** onwards. All affiliated colleges conducting **MPH course** shall 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 stipulated 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 stipulated in the schedule.

The detailed time-table will be announced later.

### The details of fees and other particulars

TABLE I

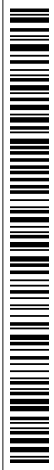
Sl. No	Particulars	Fee (Rs)
1	Application fee per candidate	110/-
2	Fee for mark list per candidate	225/-
3	Fee for each paper (inclusive of Theory, Practical and Viva)	1095/-
7	Fine to be paid per paper after the last date stipulated	110/-
8	Super fine to be paid per paper after the last date stipulated	335/-
9	Fine for late submission of internal assessment marks	5515/-

### Application and Registration Schedule

TABLE II

Sl.	Particulars
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No	Date	Exam Registration	Attendance & Internal Assessment
1	10.11.2021	Starting of online registration	Starting of online submission of Attendance & Internal Assessment
2	17.11.2021	Last date for online registration of examination	Last date for online submission of Attendance & Internal Assessment and entry of online fee remittance details
3	18.11.2021	Last date for online registration of examination with fine of 110/-per paper	
4	19.11.2021	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	24.11.2021	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	29.11.2021	Last date for the receipt of printout of Attendance report, Internal Assessment and Examination Registration report in the University (with fine)	
7	03.12.2021	Issue of Admit cards	
8	06.12.2021	<b>Date of commencement of examination</b>	

### Instructions to the Candidates

1. The fee once paid will not be refunded or adjusted 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))

### Instructions to the Principal / Head of Institution

#### 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 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 not remitting the examination fee, with

an undertaking that their examination fee will be claimed by the College from the Department concerned and will be remitted to the University fund before the distribution of the mark – list concerned.

3. Applications for registration should 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. Care shall be taken while registering such candidates. The Principal / the Head of Institution will be held 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 110/- per candidate per paper for using another Approved Centre.
6. No other fees should be collected from the candidates for this examination purpose.
7. *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 for that Examination/s. Violation of this direction will be viewed very seriously.*

### **Attendance:**

1. The Principals / the Heads of Institutions shall furnish attendance details of all the candidates. There is no provision for condonation of shortage of attendance from the University.
2. 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 5.00 pm on the last date stipulated.
3. The attendance details of the candidates should be displayed on the College Notice Board for information of the candidates.

### **Internal Assessment:**

The printouts of Internal Assessment Marks shall 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 displayed on the College Notice Board.

### **Admit Card:**

Admit Cards will be issued online to all colleges. The Principal / the Head of Institution shall download the Admit Cards and distribute to the candidates after getting their signature for acknowledgement. The distribution register of admit cards shall be countersigned by the Principal with College seal and kept in safe custody.

### **Request for Advance Amount**



Request for advance fund in respect of theory examination shall be forwarded to the Finance Officer or email 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 registration report.

**Important points to be noted in online payment**

1. Payment shall be made by internet banking or credit card only.
2. Colleges shall not wait till the last moment for remittance of fees as there are chances for developing connectivity issues leading to failure of remittance in time. Belated payment of fees for any reason will attract the mandatory fine or super fine as the case may be.
3. Fee for a particular Examination shall not be clubbed with the fee for any other purpose.

Sd/-  
**Controller of Examinations**

To

The Principals / Heads of affiliated Institutions conducting MPH course.

Copy to:

System Manager/University website/P.R.O

