

KERALA UNIVERSITY OF HEALTH SCIENCES

THRISSUR – 680596

Examination Branch

37885/2019/A5/EXAM-PHARMACY/KUHS

Date 07.11.2019

NOTIFICATION

The Second year Pharm D-Degree Supplementary Examination December 2019 will be conducted by the University from 10.12.2019 .The detailed timetable will be announced later .All colleges conducting Pharm D course affiliated to this University should submit their applications for Examination Attendance Statement **through 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 **online remittance** details separately on or before the date stipulated.**

The List of eligible examiners (Internal/ External/Evaluators) for this examination, for each subjects in the prescribed format should be uploaded in the KUHS website along with the examination registration of the candidates and the printouts should be countersigned by the Principal/Head of Institution and forwarded to the university along with the examination registration report. Admit cards will not be issued to colleges which are not uploading the faculty details.

The details of fees and other particulars are given below:

TABLE I

Sl. No	Details	Fee (Rs)
1	Application fee per candidate	105/-

2	Fee for mark list per candidate	210/-
3	Fee for each paper (includes Theory & Practical)	960/-
4	Fine to be paid per paper after the last date stipulated(Sl.No:3 of table II)	105/-
5	Super fine to be paid per paper after the last date stipulated (Sl.No:4 of table II)	315/-
6	Fine for late submission of internal assessment marks(Sl.no:4 of table II)	5250/-

Schedule for registration and application for examination

TABLE II

Sl. No	Date	Details	
		Exam Registration	Attendance & Internal Assessment
1	13.11.2019	Start of online Registration	Start of online submission of Attendance & Internal Assessment
2	20.11.2019	Last date for online Registration of Examination	Last date for online submission of Attendance & Internal Assessment and entry of fee details.
3	23.11.2019	Last date for online Registration of Examination with fine of ₹. 105/-per paper.	
4	25.11.2019	Last date for online	Last date of online submission

		Registration of Examination with super fine of ₹. 315/-per paper.	of Attendance Report &Internal Assessment (with fine of ₹.5250/-).
5	26.11.2019	Last date of receipt of printout of Attendance statement, Internal Assessment marks and Examination Registration report and online remittance details n the University.(without fine) (Submission of Attendance and Internal Assessment marks is compulsory)	
6	28.11.2019	Last date of receipt of printout of Attendance statement, Internal Assessment marks, Examination Registration report and online remittance details n the University (with fine)	
7	06.12.2019	Issuance of Admit cards	
8	10.12.2019	Date of Examination	

Instructions to the Candidates

1. The fee once paid will not be refunded or adjusted under any circumstances.
2. Applications after the stipulated date will not be entertained on any grounds.
3. Model question papers are published in the website.

Instructions to the Principal / Head of Institution

Remittance of Examination Fee:

1. The Principal / Head of the Institution should collect Examination fee from all the candidates and remit the consolidated amount to the University Fund **through Credit card/internet banking.**

2. The Principal / Head of the Institution **should 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 remit the same to the University.
3. All applications for registration should be accompanied by the online remittance details.
4. Those candidates who have shortage of Attendance and have not obtained minimum marks for Internal Assessment are not eligible for appearing the examination. Partial 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 attendance percentage (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 University Examination Centre for Theory Examinations **have to remit** to the University, an **additional amount of ₹. 105/- per candidate per paper** for using another Approved Centre
6. No other fees should be collected from the candidates for this examination purpose.

Attendance:

The Principal / Head of the Institution are required to furnish attendance of all the candidates. **There is no provision for condonation of shortage of attendance for PG Course. Yearly 80% attendance is mandatory.**

1. 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.**

2. The attendance of the candidates should be displayed on the College Notice Board for the benefit of the candidates.
3. **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, duly countersigned by the Principal / Head of the Institution should reach the University before 5.00pm on the last date stipulated. A photocopy of the same should be displayed on the College Notice Board.

Admit Card:

1. Admit Cards will be issued to all colleges **through online.** The Principal / Head of Institution should download the Admit Cards and distribute the same among the candidates, after getting candidates' signature and counter signed by the Principal with College seal. **Applications after the stipulated date will not be entertained on any grounds.**

2. Request for Advance Amount

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

Important points to be noted

1. **Payment can be made using internet banking and credit card only.**
2. **Colleges should not wait for the last minute of the date/time fixed for remittance because there may be a problem of connectivity and**

consequent failure of online remittance and delay in making payments which may 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 fee for retotalling of score sheets or any other fee.**

Sd/-

Controller of Examinations

To Principals / Head of Institutions of all affiliated Colleges conducting Pharm D Course.

Copy to: System Manager /website/PRO.