



RAMA DEVI WOMEN'S UNIVERSITY,
BHUBANESWAR-751022

COE /EX- /B.Ed.- 785 /2020

Date: 21.12.2020

From

The Controller of Examinations,
R.D. Women's University
Bhubaneswar - 22

To

The Chairman, P.G. Council
Rama Devi Women's University,
Bhubaneswar - 751022

Sub : Submission of Alphabetical list of Students, Prescribed Fees and other related documents from admitted students of the Ist Yr. B.Ed. Secondary Regular Examination,2020 (2019-20 Admission Batch) of 2 (Yr.) B.Ed Course.

Madam/Sir,

You are requested to forward the Examination Application Forms along with Alphabetical list of students, Accounts Statement and other related documents in support of students for their admission to the aforesaid examination as per instruction and guidelines stated below.

Tentative date for commencement of Examination : 11.01.2021

1. Ist Yr. B.Ed. Regular Examination,2020 (2019-20 Admission Batch)

A. Eligibility of Students:

- (i) She must have taken admission to the Ist Yr. B.Ed. Degree Course in Arts/Science during the Academic Year 2019-20.
- (ii) The Enrollment into Ist Year B.Ed. Examination is compulsory as per regulation.
- (iii) She must not have taken C.L.C.
- (iv) The candidates who have completed the course by attending both theory and Practical Classes, thereby securing not less than 80% attendance in each theory paper (70% on production of Medical Certificate), and 90% in School internship Programme and have successfully completed the required number of Practical assignments (Task and Assignments, Practice Teaching etc.) duly assessed internally and fulfilling all other required conditions are to be declared eligible for the annual examination by the Coordinator / HOD of the B.Ed Programme.

PTO

- (v) Each candidate has to secure minimum Pass Marks (40%) in each Task and Assignment under theory courses (PE, CPS and EPC). If a candidate fails to secure the minimum pass mark in each Task and Assignment, she cannot be eligible to fill up the Form to sit in the year-end examination.

B. Allotment of Roll No. to the Candidate :

The Examination Roll Number will be assigned to the candidate alphabetically stream wise (Arts/ Science). e.g. 301R0019001 (Arts Stream)
302R0019001(Science Stream)

C. Mode of Filling up Examination Application Form :

The Application Forms for Ist Year B.Ed. students shall be submitted through Official website of the University.

2. Fees to be collected for Ist Yr. B.Ed.(Regular) Examination,2020

a	Examination Fees	Rs.500.00
b	Centre Charge (to be retained by the Centre)	Rs.100.00
c	Fee for Enrolment	Rs.50.00
d	Fee for Marks	Rs.50.00
e	Fee for Supervision Fee	Rs.20.00
f	Re-Registration Fee (to be deposited along with other Exam. fee for any subsequent examinations other than Ist Yr. Exam.	Rs.40.00
g	Additional Centre Charge if applicable) for three consecutive admission batches towards new Subject(s) or new college (to be deposited in the University along with other fees)	Rs.50.00
h	Late fee if applicable after without late fee dates	Rs.50.00
i	However, a student can fill up the Exam. Form after Rs.50 late fee date and 10 days before the commencement of the examination with a late fee of Rs.200/-	

The Centre Charge so collected may please be kept by the CPGC to be handed over to the Centre Superintendent of concerned examination to meet the centre expenses. The balance unspent amount shall be refunded to the University through Bank Draft along with Utilization Certificate by the Centre Superintendent of the examination after the examination is over.

3. Deposit of Fees :

The fees collected from the students except Centre Charge shall be deposited to the University in shape of consolidated Bank Draft from any Nationalized Bank in favour of Comptroller of Finance, Rama Devi Women's University payable at Bhubaneswar. Care should be taken to put the Institution Seal, Institution Code and name of the examination in the back side of the draft. Excess amount if deposited by the college shall not be adjusted or refunded.

4. Mode of Form Fill Up : ONLINE Please Login

Examination	Without late fee	With late fee of Rs.50/-	With late fee of Rs.200/-
Ist Yr. B.Ed., 2020	22.12.2020 - 29.12.2020	30.12.2020 – 04.01.2021	05.01.2021 - 07.01.2021

5. Date of submission of Application Form, Alphabetical List of students, Accounts Statement (download copy), Bank Draft along with other documents complete in all respects at the University.

Sl. No.	Date of Receiving of Fees.etc.	DATE
1	Without late fee	30.12.2020
	With late fee of Rs.50/-	05.01.2021
	With late fee of Rs.200/-	08.01.2021

6. Preparation of Alphabetical List :

Different Form(s) such as Examination Application Form, Alphabetical List Form, Accounts Statements are available ONLINE. Download the Alphabetical List and Accounts Statement and submit the same to the Examination Section of the University. The alphabetical List contains Regd. No., Roll Number, Name of Candidate, Examination papers to be examined, stream wise along with Method Papers of each candidate.

All entries in the Alphabetical List be made in Capital Letters and the names of the candidates be carefully entered without mistake, SC/ST/OBC may be indicated against each of their names.

7. Documents to be Submitted by the College / Institution :

- Alphabetical List (one copy)
- Accounts Statement (one copy)
- Forwarding Letter
- Bank Draft Consolidated

8. The Chairman P.G. Council may fix up the date(s) for filling up Forms in the Department as per their convenient.

You are further, requested to circulate all concerned and download necessary Forms and Accounts Statement, Alphabetical List from the www.rdwuniversity.nic.in.

Your co-operation in this matter is solicited.

NB : *If the above dates falls on holidays the next working day will be automatically treated as submission of fees along with other documents.*

Yours faithfully,

Memo No. COE / EX-B.Ed.-

(9) / 786 / 2020

Pat
Dated: 21.12.2020

CONTROLLER OF EXAMINATIONS

Copy forwarded to :

1. The Co-ordinator, B.Ed, R.D.Women's University for information & necessary action;
2. The Registrar, R.D. Women's University, BBSR;
3. The Comptroller of Finance, Rama Devi Women's University, BBSR;
4. The Dy. Registrar (Adm.) Rama Devi Women's University, BBSR;
5. The Dy. Controller of Examinations, Rama Devi Women's University, BBSR;
6. Sri Sambit Panda, Technical Director, NIC,BBSR;
7. The PS to Vice-Chancellor, R.D. Women's University;
8. The Accounts Unit, R.D. Women's University for information & necessary action.
9. Website, R.D. Women's University.

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CONTROLLER OF EXAMINATIONS