



# FAKIR MOHAN UNIVERSITY,

VYASA VIHAR, NUAPADHI, BALASORE – 89

No. Exam-I-D / 10 / 2024 / 5821 / FMU

Dt. 19-11-2024

To:

**The Principals,  
All Colleges affiliated to F.M. University, Balasore under +3 Degree Course.**

Sub: Submission of eligible students list, fees and other connected documents for UG 3<sup>rd</sup> Semester (Regular & Back), Examination- 2024 in respect of 2023,2022,2021 & 2020 admission batch students.

Sir/Madam,

You are requested to forward the eligible students list, fees and other connected documents in support of the students of your College/Institution for their admission into the aforesaid examinations as per instructions and guidelines furnished below.

The commencement of the examination is tentatively scheduled to be held in

**19.12. 2024.**

## **ELIGIBILITY OF A STUDENT:-**

### **I. U.G. 3<sup>rd</sup> Semester Examination 2024 (Regular) (2023- Admission Batch)**

- He/She must have taken admission to the First Year +3 Degree Course in Arts/ Science/ Commerce during the academic session 2023-24
- He/ She must be a registered student of the University.
- He/ She must have been admitted/ enrolled to 2<sup>nd</sup> Semester Exam. 2024.
- He must have required attendance.
- He/ She must have not taken C.L.C.

### **2. U.G. 3<sup>rd</sup> Semester Examination 2024 (1<sup>st</sup> back) (2022- Admission Batch)**

- He/She must have taken admission to the First Year +3 Degree Course in Arts/ Science/ Commerce during the academic session 2022-23
- He/ She must be a registered student of the University.
- He/ She must have been admitted/ enrolled to 3<sup>rd</sup> Semester Exam. 2023.
- He/ She must have required attendance.
- He/ She must have not taken C.L.C.

### **3. U.G. 3<sup>rd</sup> Semester Examination 2024 (2<sup>nd</sup> back) (2021- Admission Batch)**

- He/She must have taken admission to the First Year +3 Degree Course in Arts/ Science/ Commerce during the academic session 2021-22
- He/ She must be a registered student of the University.
- He/ She must have been admitted/ enrolled to 3<sup>rd</sup> Semester Exam. 2022.
- He must have required attendance.
- He/ She must have not taken C.L.C.

### **4. U.G. 3<sup>rd</sup> Semester Examination 2024 (3<sup>rd</sup> back) (2020- Admission Batch)**

- He/She must have taken admission to the First Year +3 Degree Course in Arts/ Science/ Commerce during the academic session 2020-21
- He/ She must be a registered student of the University.
- He/ She must have been admitted/ enrolled to 3<sup>rd</sup> Semester Exam. 2021.
- He must have required attendance.
- He/ She must have not taken C.L.C.

## **FEES TO BE COLLECTED**

2.	Examination fees	Rs. 400/-
3.	Centre Charge	Rs. 150/-
4.	Additional Centre Charge	Rs 100/-
5.	Practical fees	Rs. 100/- (for practical subject only)
6.	Enrolment fees	Rs. 50/-
7.	Supervision fees	Rs. 50/-
8.	Fees for marks	Rs. 50/-
9.	Coding fees	Rs. 25/-
10.	Computer fees	Rs. 50/-
11.	Admit card fees	Rs. 10/- (Only for Back Students)

**N.B.1:** The total fees as per the account statement may please be credited though online collection module F.M. University in UCO Bank Link <https://smartpay.ucoonline.in>.

The fees may also be transferred in electronic mode (R.T.G.S / N.E.F.T) to the University account before the submission of documents in the office of the Controller of Examinations. The Account details are stated below.

**Bank Name: UCO Bank. Nuapadhi Branch**

**j. Bank A/c No: 12910100175611**

**k. A/c Holder: F.M. University, Examination Fund**

**l. IFSC Code: UCBA0002415**

**m. N.B.2:** The receipt copy of Electronic mode of fund transfer may be submitted at the office of the C.O.F and C.O.E (02 Copies) at the time of form fill-up data submission. The Institution/ College seal and Code, name of the Examination should be written on the receipt with the signature of the Principal / HOI.

**n. All the students 2021 Admission Batch must register in Academic Bank of Credit (A.B.C.) portal otherwise the forms and fees will not be accepted.**

**N.B. 2.** The centre charges and practical fees which are to be collected from the students are to be retained by the Principal / Centre Superintendent of the college to meet the centre expenses and conduct of practical examinations. The College must submit the Utilization certificate as per the proforma provided with respect to expenditures made within one month from the completion of the Exam and refund the unspent balance, if any, to the university.

***CUT OFF DATE FOR SUBMISSION OF FEES – 03.12.2024.***

**DATE OF SUBMISSION OF DOCUMENTS AND FEES AT THE UNIVERSITY: -**

**1. Colleges of Balasore District – ALL B CODE – 05.12.2024**

**2. Colleges of Bhadrak District- ALL H CODE - 06.12.2024**



The Principals are requested to fix the date of filling up of forms according to their suitability so that forms filled up in all respect should be reached on the above dates.

***The application forms submitted after the due date as stated above although Bank Drafts made by 03.12.2024 will be received with a fine of Rs 750/- per student up to clear 21 working days and Rs.1000/-per student up to clear 07 working days prior to commencement of Examination respectively.***

**DOCUMENTS TO BE SUBMITTED BY THE COLLEGE**

11. Forwarding letter
12. Bank Draft(consolidated) / On-Line Challan
13. Accounts statement
14. List of eligible students (Roll No & Name) for the said Examination.

It must be forwarded through on-line vide e-mail [coefmuniversity@gmail.com](mailto:coefmuniversity@gmail.com) positively and the hard of copies of the same should be submitted to the undersigned along with other related fees and documents.

15. Affiliation order categorically for different streams (Pass/Hons) and their strength. Excess number of students admitted beyond the affiliation strength will not be accepted. Similarly, the enrolment of students in respect of subjects / faculty without affiliation order will not be accepted and if such type of cases detected later on, the same will stand cancelled without further correspondence and the University Authority will not be held responsible for any loss that may cause to the students.

For any clarification, staff in charge of Examination may be deputed

Yours faithfully,

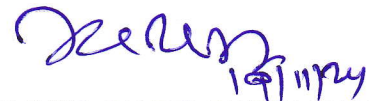


**CONTROLLER OF EXAMINATIONS**

Memo No. 5822 /FMU

Dt. 19-11-2024

Copy forwarded to PA to Vice-Chancellor / Registrar / Comptroller of Finance / All Sections /Notice Board / Guard File for information and necessary action.



**CONTROLLER OF EXAMINATIONS**