



KLE ACADEMY OF HIGHER EDUCATION AND RESEARCH

(Formerly known as KLE University)

(Declared as Deemed-to-be-University u/s 3 of the UGC Act, 1956)

Accredited at 'A' Grade by NAAC (2nd Cycle)

Placed in 'A' Category by MHRD (GoI)

Office of the **Controller of Examinations, KAHER,**

JNMC Campus, Nehru Nagar, Belagavi-590 010, Karnataka State, India

Prof. (Dr.) Jyoti M. Nagamoti
Controller of Examinations,
KLE Academy of Higher Education & Research, Belagavi

Ph. No. / Fax. No: 0831-2493781
E-mail: coe@kledeemeduniversity.edu.in

Ref. No: KAHER/Exam/21-22/D- **210921001**

Date: 21st September 2021

NOTIFICATION

Conduct of Certificate Course in Biostatistics (Regular) Examinations –October 2021.

The Theory Examination of **Certificate Course in Biostatistics Regular** shall commence from **7th October 2021.**

Constituent Units: J. N. Medical College, Belagavi.

Schedule for compliance:

Sl. No.	Particulars	Certificate Course
1.	Last Date to display Students attendance on the Notice Board till 5:00 PM	24 th September 2021
2.	Last Date to send soft & hard copy of Students attendance to the Office of the Controller of Examinations	25 th September 2021
3.	Availability of online exam forms and online payment of examination fees and Availability of Hall Tickets (without fine)	28 th to 30 th September 2021
4.	IT section will share the filled forms / list of students (without fine) to the Principal's Office	1 st October 2021
5.	Availability of online exam forms and online payment of examination fees and Availability of Hall Tickets (with fine)	1 st to 4 th October 2021
6.	IT section will share the filled forms/ list of students (with fine) to the Principal's Office	5 th October 2021



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The Examination Fee Structure is as follows:

1	Examination Application Form Fee (To be paid by all the candidates) Fine for late submission of Examination Application Form	Rs.300/- Rs.450/-
2	Marks Card Fee (For all courses)	Rs.450/-
3	Examinations Fees	Rs. 3,000/- per paper
4	Convocation Fees	Rs. 4,500/-
	Provisional Degree Certificate Fees	Rs.1,050/-

Instructions

1. The Head of the institution is requested to ensure that the students owe no dues such as tuition fees, library fees, hostel fees etc. In case, there are students owing dues, the list may be sent separately to **KAHER** before freezing of attendance.
2. Heads of the Departments may be informed to maintain the Register for Internal Assessment Marks / Record Marks.
Internal Assessment marks / Record Marks and Attendance shall be informed to the students for their benefit without fail.
3. Kindly circulate / notify the examination notification to the concerned course co-ordinators.
4. *The Head of the Institution should not encourage enrollment of the candidate/s for University examinations after the scheduled due date of filling of examination forms. The Institution has to strictly follow the examination scheduled time line.*
5. To facilitate smooth online transition of exam application forms and payment by the candidates, the Principal should help in setting a separate **Help Desk** at the institution office for the same from **27th September 2021**.
6. From the college end make arrangement to send SMS on **27th September 2021** to every candidate and their parents regarding the availability of online exam application and payment **without fine** from **28th to 30th September 2021**.
7. From the college end make arrangement to send reminder SMS on **1st October 2021** to every candidate and their parents regarding the availability of online exam application and payment **with fine** from **1st to 4th October 2021**.



By Order,

Controller of Examinations

To:

- The Dean, Faculty of Medicine, KAHER, Belagavi.
- The Principal, J.N. Medical College, KAHER, Belagavi.

Copy for information to:

1. The Special Officer to Hon. Vice-Chancellor, KAHER, Belagavi.
2. The Registrar, KAHER, Belagavi.
3. The Finance Officer, KAHER, Belagavi.
4. The Director, Academic Affairs, KAHER, Belagavi.
5. The Administrator, KAHER, Belagavi.
6. The In-charge Principal of Allied Health Sciences, KAHER, Belagavi.
7. The IT Section, KAHER, Belagavi. (To Upload on Website)

} For information.