



KLE ACADEMY OF HIGHER EDUCATION AND RESEARCH

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

Accredited at 'A+' Grade by NAAC (3rd 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

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Prof. (Dr.) Jyoti M. Nagamoti
Controller of Examinations

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Ref. No: KAHER/Exam/23-24/D- 160923001

Date: 15th September 2023

NOTIFICATION

Conduct of M. Sc. Clinical Research KAHER (Regular) Examination October 2023.

The Theory Examination of M. Sc. Clinical Research II Semester (Regular) & I, III Semester (Supplementary) shall commence from 12th October 2023.

Constituent Units: KLE College of Pharmacy, Belagavi.
Schedule for compliance:

Sl.No.	Particulars	M. Sc. Clinical Research I, II & III Semester
1.	Last Date to display Internal Assessment Marks and students attendance on the Notice Board till 5:00 PM	25 th September 2023
2.	Freezing up Internal Assessment Marks and Students Attendance	26 th September 2023
3.	Submission of Hard copy & Soft copy of IA Marks and Students attendance to the Office of the Controller of Examinations (till 12.00 Noon)	27 th September 2023
4.	Availability of online exam forms and online payment of examination fees and Availability of Hall Tickets (without fine)	29 th September to 4 th October 2023
5.	IT section will share the filled forms / list of students (without fine) to the Principal's Office	5 th October 2023
6.	Availability of online exam forms and online payment of examination Fees and Availability of Hall Tickets (with fine)	5 th to 7 th October 2023
7.	IT section will share the filled forms/ list of students (with & without fine) to the Principal's Office	7 th October 2023

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	Rs. 450/-
3	Examination Fees	Rs. 900/- Per paper



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Instructions to the Principal / Heads of the Institution

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 internal assessment (IA) marks and attendance.
2. *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.*
3. Heads of the Departments may be informed to maintain the Register for Internal Assessment Marks / Record Marks.
Internal Assessment marks / Record Marks and Attendance of the students shall be informed to the students for their benefit without fail.
4. Kindly circulate / notify the examination notification to the concerned course co-ordinators.
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 **28th September 2023**.
6. From the college end make arrangement to send SMS on **28th September 2023** to every candidate and their parents regarding the availability of online exam application and payment **without fine** from **29th September to 4th October 2023**.
7. From the college end make arrangement to send reminder SMS on **5th October 2023** to every candidate and their parents regarding the availability of online exam application and payment **with fine** from **5th to 7th October 2023**.



By Order,

Controller of Examinations

To:

- The Dean, Faculty of Pharmacy, KAHER, Belagavi.
- The Principal, KLE College of Pharmacy, 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 IT Section, KAHER, Belagavi. (To Upload on Website)
6. Mr. Sudhindra Mokhasi-Contineo Pvt. Ltd.
7. The Fees Section, KAHER, Belagavi.

} For information.