



# 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 (3<sup>rd</sup> 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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Controller of Examinations

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Ref. No: KAHER/Exam/23-24/D- 071123009

Date: 7<sup>th</sup> November 2023

## NOTIFICATION

### Conduct of M. Pharm KAHER Examination December 2023.

The KAHER Examinations of M. Pharm I & II Semester shall commence from 26<sup>th</sup> December 2023.

**Constituent Units: KLE College of Pharmacy, Belagavi, Hubballi & Bengaluru.**

**Schedule for compliance:**

Sl.No.	Particulars	M. Pharm I & II Semester
1.	Last Date to display Internal Assessment Marks and students attendance on the Notice Board till 5:00 PM	9 <sup>th</sup> December 2023
2.	Freezing up Internal Assessment Marks and Students Attendance	11 <sup>th</sup> December 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)	12 <sup>th</sup> December 2023
4.	Availability of online exam forms, payment of examination fees and Hall Tickets <b>without fine.</b>	14 <sup>th</sup> to 18 <sup>th</sup> December 2023
5.	Availability of students list, <b>who have filled the forms without fine</b> , on Institution's Examination Portal.	19 <sup>th</sup> December 2023
6.	Availability of online exam forms, payment of examination Fees and Hall Tickets <b>with fine.</b>	20 <sup>th</sup> to 22 <sup>nd</sup> December 2023
7.	Availability of students list <b>who have filled the forms with &amp; without fine</b> , Attendance diary and Feedback Report on Institution's Examination Portal.	23 <sup>rd</sup> December 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 (For fresher's only)	Rs. 450/-
3	Examination Fees	Rs. 1,800/- per paper



*Jyoti M. Nagamoti*

**PTO....**

## 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 **13<sup>th</sup> December 2023**.
6. From the college end make arrangement to send SMS on **13<sup>th</sup> December 2023** to every candidate and their parents regarding the availability of online exam application and payment **without fine** from **14<sup>th</sup> to 18<sup>th</sup> December 2023**.
7. From the college end make arrangement to send reminder SMS on **19<sup>th</sup> December 2023** to every candidate and their parents regarding the availability of online exam application and payment **with fine** from **20<sup>th</sup> to 22<sup>nd</sup> December 2023**.



By Order,

**Controller of Examinations**

**To:**

- The Dean, Faculty of Pharmacy, KAHER, Belagavi.
- The Principal, KLE College of Pharmacy, KAHER, Belagavi, Hubballi & Bengaluru

**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 IT Section, KAHER, Belagavi. (To Upload on Website)
7. Mr. Sudhindra Mokhasi-Contineo Pvt. Ltd.

} For information.