

# SCHOOL OF DISTANCE EDUCATION

University of Kerala  
Palayam ,Thiruvananthapuram



No.Ac.I/BA/B.Sc/B.Com.2014

Dated: 03-04-2014

## CIRCULAR

**Sub:- I/II Year 2014 BA/B.Sc/B.Com . Instructions regarding filling up of the application forms for registration to the examination**

Students are requested to note the following.

1. Application can be downloaded from **website.www.ideku.net.or KeralaUniversity.ac.in.**
2. Passport size photographs of the applicant should be affixed on the Hall Ticket and Application form.
3. Application **Shall not be sent to the Controller of Examinations directly without the Counter Signature of the Director IDE**
4. Students are eligible for registration to the University Examinations only if they have paid the tuition fee fully for the academic Year 2013-14.
5. Examination and tuition fee should be remitted separately and the examination fee should be attached to the Examination application form.
6. Fee shall be remitted by demand draft drawn in favour of the **Finance Officer ,University of Kerala from SBT,SBI and District Co- Operative Bank Payable at the Service Branch Thiruvananthapuram .**  
Those who remit fee by DD have to Pay an additional amount of Rs.10/- Fees Can also be remitted at the Cash Counters in Palayam Campus and at the Jana Sevana Kendram (Friends)
7. Students who fail to secure 50% attendance are not eligible only if they remit an exemption fee of Rs. 500.
- 8 . Students shall write **their Enrolment Number in full on the Application Form**
9. Students shall write their examination only at the centers where they have taken their last year examination.
10. Blind students are exempted from payment of examination fee.
11. Students are directed to send separate application for Part I English Part II Additional Language and Subsidiary subject directly to the Controller of Examination, University of Kerala, Trivandrum. Application forms can be had from the University Store.

### **Fees:**

- |     |       |   |
|-----|-------|---|
| Rs. | 100/- | for each theory paper                   |
| Rs. | 100/- | for mark list.                          |
| Rs. | 200/- | for CV Camp.                            |
| Rs. | 10/-  | Service Charge in case of Demand Draft. |

### **IMPROVEMENT FOR BA/B.Sc/B.Com.**

Students who wish to improve their results of the I year main paper shall give the details in the space provided for in the hall ticket. They have to remit an examination fee Rs.100/- per paper, Rs.40/- towards fee for improvement registration and Rs 100/- for marklist.

Last Date of remittance of Exam fees and submission of application forms are detailed below:

The date of commencement of **I/II** year examinations will be announced later and intimated through newspapers and through the SDE website **ideku.net.**

Name of Examination	Fees	Last date for submitting application		
		Without Fine	With fine of Rs.50/-	With superfine of Rs.250/-
I BA	Rs. 710/-	<b>21-4-2014</b>	<b>23-4-2014</b>	<b>25-4-2014</b>
I BSc Maths/ I BA Afsal-ulama	Rs.910/-			
IIBA/IIBA Afsal ulama	Rs.910/-	<b>19-4-2014</b>	<b>22-4-2014</b>	<b>24-4-2014</b>
I B Com.	Rs.910/-	<b>22-4-2014</b>	<b>24-4-2014</b>	<b>26-4-2014</b>
II B Com.	Rs.910/-	<b>21-4-2014</b>	<b>23-4-2014</b>	<b>25-4-2014</b>
II BSc Maths	Rs.1010/-	<b>19-4-2014</b>	<b>22-4-2014</b>	<b>24-4-2014</b>

**NB: If you have not yet remitted the II Instalment tuition fees remit the same with fine of Rs. 150 and forward the receipt along with the failed in exam application form. Otherwise your exam application will not be forwarded to University**

DIRECTOR