

**Annexure –VII**

Roll No. \_\_\_\_\_

(to be assigned by the University)

HIMACHAL PRADESH UNIVERSITY  
SUMMER HILL, SHIMLA – 171005

**Examination forms for Private and Re-appear Candidates**

FOR PRIVATE &amp; RE-APPEAR CANDIDATES.

For the examination to be held in i.e. Month \_\_\_\_\_ year \_\_\_\_\_

Note: Candidate must quote his/her previous Exam. Roll No. in column No. 11.

Rate of Fee M.A. (All subjects) Rs. 40/- per semester Space for Rs. 10/- for practical Latest attested Photograph.

**For Office use only**

Eligible / ineligible

Eligible subject to the production of ( )

M.A./M.Sc. / MBA / M.Com. / M.Ed. / LL.B. / B.Ed. / PGDPM &amp; LW / DMM and Diploma / Certificate in ( )

N.B. 1. Please fill in separate form for each semester.

Please read instructions carefully before filling the examination form in which appearing

Examination Centre opted (1) \_\_\_\_\_ (2) \_\_\_\_\_

Class \_\_\_\_\_ Subject \_\_\_\_\_ Semester \_\_\_\_\_

Name of candidate \_\_\_\_\_  
(in capital letters) in English

(in Hindi) \_\_\_\_\_

*(Spelling should be strictly the same as given in the Registration Card)*3. Father's Name \_\_\_\_\_  
(in capital letters) in English

(in Hindi) \_\_\_\_\_

4. Registration (Enrolment) No. \_\_\_\_\_ 5. Sex \_\_\_\_\_ Male/Female

6. Date of Birth \_\_\_\_\_

7. (i) SC/ST \_\_\_\_\_

(ii) Blind of permanently handicaped \_\_\_\_\_

(Attach an attested copy of the certificate from competent authority)

## 8. Course/Subject in which appearing

(1) \_\_\_\_\_ (2) \_\_\_\_\_ (3) \_\_\_\_\_ (4) \_\_\_\_\_

Capacity in which appearing \_\_\_\_\_ (Regular/Late College Student/Private)

9. Are you appearing for the improvement of Score/Division ? \_\_\_\_\_

10. Particulars of the last examination passed/appeared (For fresh candidates of 1<sup>st</sup> semester and Direct II semester students. (Attested copies should be enclosed)

## Examination Subject concerned

	Marks obtained	Maximum Marks	Roll No.	Year	University
B.A./B.Sc./B.Com I	_____	_____	_____	_____	_____
B.A./B.Sc./B.Com II	_____	_____	_____	_____	_____
B.A./B.Sc./B.Com III	_____	_____	_____	_____	_____
M.A./M.Sc/M.Com/	_____	_____	_____	_____	_____
MBA/B.Ed/LL.B.	_____	_____	_____	_____	_____

## 11. Earlier Appeared/Re-appear Subject Exam. Roll No. Month year

in \_\_\_\_\_ class.

## 12. Whether simultaneously appearing in any examination. IF so state Roll No./Class/Session/Semester

Subject \_\_\_\_\_ Semester \_\_\_\_\_ Roll No. \_\_\_\_\_.

## 13. Have you ever been disqualified in any examination, if yes, please indicate the examination \_\_\_\_\_

Paper \_\_\_\_\_ Year \_\_\_\_\_ Roll No. \_\_\_\_\_ Period of disqualification \_\_\_\_\_

University/Board \_\_\_\_\_.

## 14. Permanent Home Address \_\_\_\_\_

and State to which belong \_\_\_\_\_

## 15. Correspondence Address for examination purpose \_\_\_\_\_

## 16. Particulars of fee sent through (i) Bank Draft/IPOs No. \_\_\_\_\_ (I) By cash \_\_\_\_\_

University Receipt No. \_\_\_\_\_ Dated \_\_\_\_\_

I solemnly declare that the above particulars are correct/true and nothing material has been concealed. In the event

of anything found incorrect and for rejection of incomplete examination admission form, I shall be liable for action under University rules.

Signature of Student

Place \_\_\_\_\_

Date \_\_\_\_\_

### CERTIFICATE

Certified that:

The candidate has passed/appeared in \_\_\_\_\_ examination in \_\_\_\_\_ under Roll No. \_\_\_\_\_ from \_\_\_\_\_ University as per particulars given by the candidate above. (Attach attested copies of certificates)

The candidate is a resident of the area within the territorial jurisdiction of H.P. University for the last 12 months preceding the date of examination and the particulars given above are correct.

That the candidate is a blind/permanent handicapped from writing and the particulars given by him/her are correct.

The candidate is in the service of this office for the last three years (as on 30<sup>th</sup> November of the preceding year) and that particulars given by him/her are correct.

The candidate is an ex-serviceman having served as \_\_\_\_\_ in Armed Force \_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_ and particulars given by him/her are correct.

The candidate is serving personnel of the Indian Armed Force.

Signature of Attesting Authority

With stamp

Place \_\_\_\_\_

Dated \_\_\_\_\_

N.B. 1. Strike off the certificate not applicable.

2. The relevant certificate is to be signed/attested by the competent/concerned authority only.

3. The authorities competent to attest the admission forms of private candidates :

The Head of Office in case of employees/teachers/service personnel.

The Head of Institution/Departments/Principals/Gazetted Officers of State/Central Govt./Officers of the H.P. University of the rank of Assistant Registrar and above,

E.C. Members/Magistrate 1<sup>st</sup> Class.

### GENERAL INSTRUCTIONS

Incomplete forms are liable to be rejected.

Examination admission fee will be charged at the rates prescribed from time to time in the form of Bank Draft/IPOs drawn in favour of Finance Officer, H.P. University, Shimla – 171 005. The late fee will be charged at the rate of as in the examination schedule notification. Fee sent through Money Orders shall not be accepted. Procuring of form in time shall be the sole responsibility of the candidate

All failed candidates shall appear according to the syllabus in vogue.

Admission fee once paid is neither refundable nor adjustable in any subsequent examination, unless the office finds the candidate negligible to appear in the examination.

The candidate must past two copies of the passport size photograph at the appropriate space provided on the form and Roll number slip with one additional copy and attach attested copies of certificates for verification of eligibility. See Col. No. 10 & 11.

The candidate must write his/her correct address on the accompanying envelopes.

The candidate should submit separate admission forms and all fee for each semester examination is appearing simultaneously. While corresponding with the University the candidate must quote class/subject/semester, Roll No. and session/address etc.

No candidate shall appear in a paper/subject not originally offered in his/her admission form unless previously allowed by Controller of Examinations on submission of prescribed application form and fee at least one month before the commencement of the examination on payment of Rs. 4/-

Application for change of centre shall be entertained only if received complete in all respect along with prescribed fee at within twenty one days before the commencement of the examination, (in compelling circumstances) e.g. illness of candidate, transfer of parents/guardian supported by the required certificate.

Candidate appearing for the first time from this University must get himself/herself registered as a student of the University by submitting his/her Original Migration Certificate from the University last attended by him/her along with the prescribed fee for the purpose before submitting the examination form. The same may be sent direct to Assistant Registrar (Conduct) for issue of Registration number.

THE REGISTRATION/ENTROLMENT NO. IS ALSO TO BE INTIMATED TO THE ASSISTANT REGISTRAR (EXAM-II).

Price Rs. 5/- CONTROLLER OF EXAMINATIONS

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## HIMACHAL PRADESH UNIVERSITY, SHIMLA-5

(To be filled in by the candidate)

Space for Affixing  
of one copy of Attested  
Photograph

Roll No. \_\_\_\_\_

(to be assigned by office) (The candidate will be admitted to the Examination Hall on production and

. Delivery of this Roll No. Slip )

Admit (Name of candidate) \_\_\_\_\_

Son/Daughter of Shri \_\_\_\_\_

to the M.A/M.Sc. (\_\_\_\_\_) MBA/ M.Com/PGDPM&LW/DMM/LL.B/M.Ed/

B.Ed. Certificate, Diploma in (\_\_\_\_\_) Semester examination to be held in \_\_\_\_\_ 199  
\_\_\_\_\_ on the dates as given in the Date Sheet at Centre of examination.

Signature of candidate

Controller of Examinations

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### RATE OF FEE

LL.B. Rs. 50/- Per semester

Physical Education Rs.150/- Per semester

M.Ed. Rs. 50/- Per semester

B.Ed. Rs.150/- Per semester

PGDGC Rs. 80/- Per semester

Adult Education Rs. 50/- Per semester

M.A. Classes Rs. 40/- Per semester

( Rs.10/- for practicals)

**NOTE : THREE SELF ADDRESSED ENVELOPES SHOULD BE ENCLOSED WITH THE FORM**