



KERALA UNIVERSITY OF HEALTH SCIENCES
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No : 16165/2024/B2/Ex Med/KUHS

Date : 17-05-2024

NOTIFICATION

It is notified for the information of all concerned that **Second Professional MBBS Degree Supplementary (2019 Scheme) Examinations, June 2024** will be conducted by the University from **04.06.2024** onwards. All affiliated colleges conducting Second Professional MBBS Degree Supplementary (2019 Scheme) Examinations, June 2024 shall submit their applications for examination online (University website: www.kuhs.ac.in) and forward the summary printouts, duly countersigned by the Principal / Head of the Institution to the Controller of Examinations, along with the details of fee remitted online, on or before the dates mentioned in the schedule given below.

The list of eligible Examiners (internal/external/evaluators) for each subject of this examination, shall be uploaded in the prescribed format available in the KUHS website with the FEP Number. This shall be done at the time of registration of the candidates. The registration report duly countersigned by the Principal/Head of the institution shall be submitted to the University within the date stipulated in the schedule. Time Table of the Examination will be published later.

TABLE I

Fees and other particulars

Sl. No	Details	Fee (Rs)
1	Application fee per candidate	110
2	Fee for mark list per candidate	225
3	Fee for each paper/ QP Code (inclusive of Theory, Practical and Viva)	490
4	Fine to be paid per QP Code after the last date stipulated	110
5	Super fine to be paid per QP Code after the last date stipulated	335
6	Fine for late submission of internal assessment marks	5515

Digitally approved document; signature not required.

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<http://www.kuhs.ac.in>
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KUHS, Thrissur

TABLE II**Application and Registration Schedule for Examination**

Sl. No	Particulars		
	Date	Exam Registration	Attendance & Internal Assessment
1	20.05.2024	Starting date for the updation of FEP details of Examiners/ Evaluators *	Last date for updation of FEP details 25.05.2024
2	20.05.2024	Starting of online registration	Starting of online submission of Attendance & Internal Assessment
3	24.05.2024	Last date for online registration of examination	Last date for online submission of Attendance & Internal Assessment and entry of online fee remittance details
4	25.05.2024	Last date for online registration of examination with fine of 110/-per paper	
5	27.05.2024	Last date for online registration of examination with super fine of 335/- per paper	Last date of online submission of Attendance Report & Internal Assessment (with fine of 5515/-From 25.05.2024 to 27.05.2024)
6	31.05.2024	Last date of receipt of printout of Attendance report, Internal Assessment and examination registration report without fine in the University (Submission of Attendance and Internal Assessment marks is compulsory)	
7	01.06.2024	Last date of receipt of printout of Attendance report, Internal Assessment and Examination Registration report in the University (with fine)	
8	01.06.2024	Issue of Admit cards	
9	04.06.2024	Date of commencement of Examination	

Note *: Students Exam registration link will be available only after the updation of FEP details of Examiners/Evaluators. New link for Faculty entry will be available in the exam registration login from 20.05.2024.

Instructions to the Candidates

1. The exam fee once paid will not be refunded or adjusted for other purposes under any circumstances.
2. Applications submitted after the stipulated last date will not be considered on any grounds.
3. Model question papers are available in the University website (www.kuhs.ac.in).
4. Indulging in malpractices/misconduct of any kind in the exam hall is a punishable offence

Instructions to the Principal / Head of Institution

A. Registration and Remittance of Examination Fee:

1. The Principal / Head of the Institution shall collect Examination fee from all the candidates and remit the consolidated amount to the University Fund by online in a single transaction. Exam fee once paid will not be refunded or adjusted for other purposes under any circumstances.
2. **The Principal / Head of the Institution shall send a separate statement showing the details of those SC/ST/OEC candidates, who are exempted from remitting the examination fee, with an undertaking that their examination fee will be claimed by the College from the Department concerned and remitted to the University before the distribution of the Mark list concerned.** Such fees shall be remitted separately and thereafter the Principal/HoI shall submit a revised statement of remittance of the entire Registration fees for that particular exam to CE for audit purpose.
3. Applications for registration shall be strictly accompanied by the prescribed fee as per the conditions laid down at Sl.No.2 above.
4. Those candidates who have shortage of Attendance and have not obtained minimum marks for Internal Assessment are not eligible for appearing for the examination. However, partial appearance is permitted provided the candidate has attained the minimum prescribed percentage of attendance (**75% for theory and 80% for practical**) in all the subjects. Such candidates are eligible to register for examination in those subjects in which the candidate has secured the minimum percentage of internal assessment marks. **Care shall be taken while registering such candidates. Principal / the Head of Institution will be held responsible for any lapses in this regard.**
5. Those Institutions which are not recognised as Theory Examination Centres of the University, have to remit an additional amount of 110/- per candidate per paper for using another Approved ExamCentre.
6. No fees other than above should be collected from the candidates for this examination purpose.
7. The summary printout of Application for Examination, Internal Assessment Mark Statement and Attendance Statement, duly countersigned by the Principal / Head of Institution shall be submitted to the University before 5 PM on the last date stipulated. *Statement of Internal Assessment marks shall be signed by the Head of the Department and countersigned by the Principal.*

B. Attendance:

1. The Principals / Heads of Institutions are required to furnish attendance of all the candidates.
2. **There is no provision for condonation of shortage of attendance for candidates of 2019 Scheme.**
3. **If a student's attendance is less than 75% for theory and less than 80% for practical/clinical training including non-exam going subjects (for the Regular Examinations), the student cannot appear in Supplementary examination following the regular Annual examination. Such students are required to join with junior batch commencing in the next academic year and start the phase / year afresh. They will be eligible to appear in the examination in the next academic year only.**
4. The summary printout of Application for Examination, Internal Assessment Mark Statement and Attendance Statement, duly countersigned by the Principal / Head of Institution should be forwarded so as to reach the University before 5.00pm on the last date stipulated.
5. The attendance of the candidates should be displayed on the College Notice Board for information to the candidates.

C. Internal Assessment:

The printouts of Internal Assessment Marks should be signed by each candidate against their marks.



This statement signed by the Head of the Department, duly countersigned by the Principal / Head of the Institution should reach the University before 5.00pm on the last date stipulated. A photocopy of the same should be strictly displayed on the College Notice Board for the information of the students.

D. Admit Card:

Admit Cards will be issued online to all colleges. The Principal / Head of Institution should download the Admit Cards and distribute the same to the candidates, after getting their signature for acknowledgement and countersigned by the Principal with College seal. Admit cards shall be distributed to the students well before the date of commencement of examination so that the defects, if any, can be promptly rectified. The distribution register of Admit Cards shall be counter signed by the Principal with college seal and kept under safe custody for further verification, if required.

E. Request for Advance Amount

Request for advance fund for meeting the expenditure of theory examination shall be submitted to the Finance Officer or e-mail to fo@kuhs.ac.in or to exam.finance@kuhs.ac.in along with the registration report.

Note:- If any candidate has been debarred by the University from writing any Examination or Examinations of any particular chance, the name/s of such candidates shall not be registered for the examination. Principal/HoI shall take extra vigil in this regard. Violation of this direction will be viewed very seriously.

Important points to be noted in online payment

1. Payment shall be made by internet banking/credit card/UPI.
2. Colleges should not wait for the last minute of date/time fixed for remittance because there may have problem of connectivity and consequent failure of online remittance and delay in making payments which may lead to imposition of fine or super fine, as the case may be, for which the remitter alone will be responsible
3. Fee for a particular Examination shall not be clubbed with fee for any other purpose.

Controller of Examinations

To

The Principals / Heads of affiliated Institutions (Medical Colleges)

Copy to: System Manager/University website/P.R.O



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