



Details of the fee remitted
Amount Rs.
Challan No.....
Date:

**ST.TERESA'S COLLEGE (AUTONOMOUS)
ERNAKULAM.**

APPLICATION FOR REGISTRATION OF SESSIONAL EXAMINATION RE-DO

1	Name of the Candidate	
2	Name of the Department	
3	Register No. of the Candidate	
4	Programme and Year of Admission	
5	Semester	
6	Name of Examinations for which the candidate requests sessional re-do. (Specify Semester)	
7	Is there any case of malpractices reported against you? If yes, give details	
8	Recommendation/forwarding note and signature of HOD	

Place:
Date:

Signature of the candidate

Endorsement and Signature of the Principal

Cost of application form Rs.25/-. Registration fee Rs.75/-
The candidate shall surrender all mark lists issued to her along with the application

INSTRUCTIONS TO CANDIDATES

1. Improvement registration fee Rs.50/- + Examination is Rs. 50/- for each paper + Rs. 50/- for each Practical + Rs. 25/- and Rs. 20/- per paper for CV. Camp fee.
2. Rs.100/- per paper for Internal re-do candidates + fee for marklist Rs.25/--
3. The fee must be paid through SIB Pay-in-slip at St.Teresa's College cash counter (code No.). No application will be registered unless the prescribed fee has been paid. The fee, once paid will not be refunded or held over for a subsequent examination.
4. Candidates belonging to Scheduled Castes, Scheduled Tribes and Christian converts from them, Kudumbies etc., who are eligible for concession from payment of examination fees.
5. Candidates should take their seats in the examination hall at least five minutes before the commencement of the examination. Candidates presenting themselves more than half an hour after the appointed time will not be admitted to the examination hall. Candidates who are undoubtedly suffering from infectious diseases of any kind will not be admitted. Candidates should bring with them to the examination hall each day of the examination their hall tickets for inspection by the Chief Superintendent.
6. Candidates are prohibited from writing on their hall tickets or question papers. They are also prohibited from writing their names on any part of the answer books.

Candidates should write their register number in words as well as in figures in the space provided for the purpose on the outer cover of the answer book. **For eg., if the Reg. No. if the candidate is 27380, the candidate shall write in letters "Two Seven Three Eight Zero"**. They are strictly prohibited from writing their Register Numbers on any other page of their answer books. Violation of this rule will involve rejection of answer books.
7. No candidate will be allowed to leave the examination hall before the expiry of at least half an hour after question paper has been given and no candidate who leaves the room during the period allotted for a paper will be allowed to return within that period.
8. Candidates are prohibited from introducing into the examination hall any book, slate, manuscript or paper of any description, from communicating with or copying from each other and from communicating with any person outside the examination hall. Any candidate detected in the violation of these rules will be sent out of the hall forthwith and will not be permitted to sit for the remaining papers of the Examination. Violation of these rules may involve cancellation of the examination taken by a candidate.
9. When a candidate has finished writing her answers and wishes to hand over her answer book or at the end of the period prescribed for each particular part of the examination, she shall stand up in her place and remain standing until one of the Superintendents has gone up to her and has received her answer book from her. She should not leave the hall leaving the answer book in her seat.

CONTROLLER OF EXAMINATIONS



Details of the fee remitted
Amount Rs.
Challan No.....
Date:

**ST.TERESA'S COLLEGE (AUTONOMOUS)
ERNAKULAM.**

**APPLICATION FOR REGISTRATION OF 'SPECIAL SUPPLEMENTARY'
EXAMINATION.....**

1	Name of the Candidate	
2	Name of the Department	
3	Register No. of the Candidate	
4	Programme and Year of Admission	
5	Semester	
6	Title of the courses for which the candidate requests 'SAY' Examination.	
7	Is there any case of malpractices reported against you? If yes, give details	
8	Recommendation/forwarding note and signature of HOD	

Place:

Date:

Signature of the candidate

Endorsement and Signature of the Principal

Cost of application form Rs.25/-, Registration fee Rs.75/-
Rs.100/- per paper for 'SAY' Examination candidates + fee for marklist Rs.25/--

