

Application Fee : Rs. 60/-

To be sent by Registered Post



MAHATMA GANDHI UNIVERSITY
Private Registration Section
APPLICATION FOR REGISTRATION AS A PRIVATE
CANDIDATE(OTHER THAN FULL COURSE) FOR
UG Programme B.A./B.Com. EXAMINATION OF
MARCH/APRIL/JUNE/JULY, 201_

*Recent Passport
size Photograph
of the candidate
to be affixed here*

CENTRE OF EXAMINATION :

Examination for which Registration is sought (Tick the applicable)

BA / BCom.					
I/II/III/ IV Semester	V & VI Semester.	Optional/Faculty change	Addl. Opt.	Addl. Degree/ UG Programme	II Language/ Addl. Language change

<p>1. Name of the candidate in English (in block letters) (As entered in SSLC)</p> <p style="padding-left: 40px;">In Mother Tongue</p>	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:70%;"></td> <td style="width:10%; text-align: center;">Sex</td> <td style="width:20%;"></td> </tr> </table>		Sex	
	Sex			
2. Age and Date of Birth				
3. Place of birth with District & Taluk				
4. (a) Name & Occupation of father or guardian				
(b) Name & Occupation of Mother				
5. (a) Permanent Address in full (in block letters)	(b) Address to which communications are to be sent (use PIN Code)			
6. Telephone No. if any with STD code/Mobile No.				
7. Whether employed at present. If so, name & address of the employer (Attach Employment Certificate if any concession in minimum marks is required)				
8. MAIN SUBJECT SELECTED/Name of Programme				
9. Second Language selected/Common Course (II Language (for BA/BCom)				
10. Subsidiary Subjects/Complementary Course selected for BA)	Subsidiary/Complementary :			
Open Course (for BA/BCom) (Compulsory)	1. Title.....			
Optional Course/paper under part III (for B.Com.)	2. Title.....			
	Title			
	Optional.....			
11. No. and date of the Private Registration Memo already issued, if any				
12. The School/College and the University in which the candidate last studied				
13. The course for which the candidate attended the College/University last				

14. Whether the qualifying examination has been recognized by the University. If yes, give details	
15. Details of Eligibility Certificate submitted (Kerala/CBSC and ISC are exempted)	
16. Whether the candidate has been matriculated. If so the year and the college through which matriculated (in case of private study, give the PR No. & year)	
17. Whether belongs to SC/ST/OBC/OEC..... specify the details and attach certificates, if any kind of concession is required	
18. Details regarding the Qualifying Examination passed	
a) Name of Examination	
b) Register Number	
c) Month & Year	
d) Name of the University/Board	
e) Name of Language & Subjects	
19. Details of documents enclosed.	
1.	5.
2.	6.
3.	7.
4.	8.
20. Details of MGU E-Receipt enclosed (Registration fee/Matriculation fee/and fine, if any)	<u>MGU E-Receipt</u> Challan No: Date : Amount :
21. Details of recognition fee remitted (If Applicable)	<u>MGU E-Receipt</u> Challan No: Date : Amount :
22. Details of MGU E-Receipt towards the Examination fee remitted	<u>MGU E-Receipt</u> Challan No: Date : Amount :

DECLARATION BY THE CANDIDATE

I have read the Rules and Regulations of Private Registration and I hereby declare that the entries made above are correct and they have been made in my own hand writing.

Station:.....

Date :

Signature of the Candidate

MAHATMA GANDHI UNIVERSITY
Private Registration Section
PRIVATE REGISTRATION MEMO

Registration No.....

Recent Passport size Photograph of the candidate to be affixed here

Name of the Candidate :
 Date of Birth :
 Full Address :

Identifying Officer to sign on the Photograph and affix his seal here >

Identifying Officer's Name
 Designation
 Address

To be filled by the candidate

Signature of the Candidate

(Principals of affiliated colleges, Heads of the University Department of Study and Research, Headmasters and Headmistresses of High School and Members of the Senate, Academic Council, Syndicate and Gazetted Officers are authorised to sign this identification form)

(For Office Use only)

Ref: His/Her application dated.....for Private Registration,
 Shri/Smt..... has been granted registration as private candidate for admission to the Exam. Of March/April/June/July, 20..... with the following Subjects.

(A) B.A./B.Com.
 Part II Second Language/Common Course (II Language)
 Part III Main Subject/Core Course.....
 Open course : Title
 Subsidiary/Complementary Course Title 1 :
 Title 2 :

Optional Paper (for B.Com.).....
 Centre of Examination chosen by the candidate is.....

Kottayam
 Date..... Asst. S.O. Assistant Registrar/Deputy Registrar for Prof. i/c Private Registration

Application Fee : Rs. 35

First & Second Semester B.A./B.Com.



MGU E-Receipt details

Challan No:
 Date :
 Amount :

MAHATMA GANDHI UNIVERSITY

APPLICATION FOR REGISTRATION

FIRST & SECOND SEMESTER B.A./B.Com. Degree Examination -----20----

EVERY COLUMN EXCEPT REGISTER NUMBER TO BE CAREFULLY FILLED IN BY THE CANDIDATE

Private Registration Number:		REGISTER NUMBER	
Centre and place of Examination (in Block Letters) (Change of Centre will not be permitted)			
Name of Programme (B.A./B.Com.)			
Stream		Module	
Name of Candidate (As per Qualifying Certificate) (Women Candidates should add the word "women" after their names)	In English (In Block letters)		
	In Mother-tongue		
Age and Date of Birth		Place of birth with District and Taluk	
Name, occupation & annual income of father or guardian			
Community with sub-division, if any			Religion
Permanent Address with Telephone/Mobile No. (in BLOCK letters)		Address to which communications are to be sent with Telephone/Mobile No. (in BLOCK letters)	
Name & Designation of the Identifying Officer		Dated Signature of the Identifying Officer (To be signed on the Photograph)	
The year in which and the college through which the candidate was registered as a Matriculate of the Mahatma Gandhi University.			
Date of passing the Plus Two / Pre-Degree Examination, Reg. No. and Name of the Board/University			
Candidates who have passed their qualifying Examination from a University other than this University should state whether recognition has			

Passport Size Photograph (must to be pasted here)

been granted by this University, and if so state sanction No. and date of granting recognition		
College or Colleges at which the candidate has studied for the BA/BCom Degree Examination and time (From year.....to year))		
In case the candidate is appearing for the first time after private study, the No. and date of the order of exemption granted by the University to take the I BA/BCom. Examination (original exemption order should be enclosed with this)		
Common course selected under II Language		
Subjects selected under Part III (Main)/Core Course	First Semester	Second Semester
	Title	Title
	1.....	1.....
	2.....	2.....
	3.....	3.....
	4.....	4.....
5.....	5.....	
Name of Subjects selected under Part III Subsidiary/Complementary Course	First Semester	Second Semester
	Subsidiary/Complementary	Subsidiary/Complementary
	1.....	1.....
	2.....	2.....

Station:.....

Date :.....

Signature of the Candidate

HALL TICKET

MAHATMA GANDHI UNIVERSITY



FIRST & SECOND SEMESTER B.A./B.Com. Degree Examination

-----20-----

1. Centre of Examination :		Register Number	
2. Name of Programme		B.A. / B.Com.	
3. Core (BA)/Optional (B.Com.)			
4. Name of Candidate (in Block Letters)			
Papers/Courses of the First Semester Examination for which the candidate appears	Papers/Courses of the Second Semester Examination for which the candidate appears:	Passport Size Photograph (recent) to be pasted here)	
1. Common Course (English)	Common Course (English)		
Title (.....)	Title (.....)		
Title (.....)	Title (.....)		
2. Common Course (II Language)	Common Course (II Language)		
Title (.....)	(Title.....)		
3. Core Course	Core Course		
Title (1.....)	Title (1.....)		
Title (2.....)	Title (2.....)		
Title (3.....)	Title (3.....)		
Title (4.....)	Title (4.....)		
Title (5.....)	Title (5.....)		
4. Complementary course/Subsidiary	Complementary course/Subsidiary		
Title (1.....)	Title (1.....)		
Title (2.....)	Title (2.....)		

Signature of the Candidate
(To be signed in the presence of the identifying Officer)

Name & Designation of the Identifying Officer
Dated signature of the Identifying Officer
(To be signed on the photograph)

Office of the Mahatma Gandhi University
Kottayam

CONTROLLER OF EXAMINATIONS

INSTRUCTIONS TO CANDIDATES

Examination Fee (BA/B.Com)

a) Application Fee	>	Rs.35/-
b) Online question paper printing charge	>	Rs.25/-
c) Each theory Paper		
i) First appearance/Supplementary	>	Rs.60/-
ii) Improvement	>	Rs.85/-
d) Mark list fee	>	Rs.60/-
e) Final Semester mark list	>	Rs.170/-
f) Separate Mark list of I to VI Semesters	>	Rs.280/-
g) CV Camp fee (First appearance/Supplementary/Improvement)	}	Rs. 40/- per paper to a maximum of 240/-
subject		
h) Improvement registration fee/Re-appearance fee per semester (for UG CBCSS/CBCS). – <i>if required</i>	}	Rs.60/

The fee must be paid through M.G. University E-Payment Portal (Visit <http://epay.mgu.ac.in>). 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.** The mark list of all candidates will be sent to the Principals of the respective colleges where the candidates appear for the examination.

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. 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. of 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. 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. 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 taker by a candidate and his/her rustication for a period to be decided by the University. When a candidate has finished writing his/her answers and wishes to hand over his/her answer book or at the end of the period prescribed for each particular part of the examination, he/she shall stand up in his/her place and remain standing until one of the Superintendents has gone up to him/her and has received his/her answer book from him/her. He/she should not leave the hall leaving the answer book in his/her seat.

(Sd/-)
CONTROLLER OF EXAMINATIONS

Application Fee : Rs. 35/-

**MGU E-Receipt details**

Challan No:

Date :

Amount :

MAHATMA GANDHI UNIVERSITY

APPLICATION FOR REGISTRATION

FIRST & SECOND SEMESTER B.A./B.Com. Degree Examination -----, 20-----

(IMPROVEMENT & REPEAT)*EVERY COLUMN EXCEPT REGISTER NUMBER TO BE CAREFULLY FILLED IN BY THE CANDIDATE*

Private Registration Number:	REGISTER NUMBER
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Centre and place of Examination (in Block Letters) (Change of Centre will not be permitted)			
Name of Programme (B.A./B.Com.)			
Stream		Module	
Name of Candidate (As per Qualifying Certificate) (Women Candidates should add the word "women" after their names)	In English (In Block letters)		
	In Mother-tongue		
Age and Date of Birth		Place of birth with District and Taluk	
Name, occupation & annual income of father or guardian			
Community with sub-division, if any		Religion	
Permanent Address with Telephone/Mobile No. (in BLOCK letters)	Address to which communications are to be sent with Telephone/Mobile No. (in BLOCK letters)		Passport Size Photograph (must to be pasted here)
Name & Designation of the Identifying Officer	Dated Signature of the Identifying Officer (To be signed on the Photograph)		
The year in which and the college through which the candidate was registered as a Matriculate of the Mahatma Gandhi University.			
Date of passing the Plus Two / Pre-Degree Examination, Reg. No. and Name of the Board/University			

Register Number of appearance, at the First & Second Semester BA/B.Com Examination and the College/Center of Exam through which appeared	Regno	Year	Core Course	Exam Centre
Details of Parts or Part of the First and Second Semester Examination for Which the candidate appears now	Common Course English	Common Course II English	Core Course Complementary Course	Exam.Centre
Common course selected under II Language				
Subjects selected under Part III (Main)/Core Course	First Semester		Second Semester	
	Title		Title	
	1.....		1.....	
	2.....		2.....	
	3.....		3.....	
	4.....		4.....	
	5.....		5.....	
Name of Subjects selected under Part III Subsidiary/Complementary Course	First Semester		Second Semester	
	Subsidiary/Complementary		Subsidiary/Complementary	
	1.....		1.....	
2.....		2.....		

Station:.....

Date :.....
Candidate

Signature of the



HALL TICKET

MAHATMA GANDHI UNIVERSITY

FIRST & SECOND SEMESTER B.A./B.Com. Degree Examination

-----20-----
(IMPROVEMENT & REPEAT)

1. Centre of Examination :		Register Number			
2. Name of Programme		<i>B.A. / B.Com.</i>			
3. Core (BA)/Optional (B.Com.)					
4. Name of Candidate (in Block Letters)					
Papers/Courses of the First Semester Examination for which the candidate appears IMPROVEMENT	Papers/Courses of the Second Semester Examination for which the candidate appears: IMPROVEMENT	Passport Size Photograph (recent) to be pasted here)			
1	1				
2	2				
REPEAT	REPEAT				
1	1				
2	2				
3	3				
4	4				
5	5				
6	6				
<i>Signature of the Candidate</i> (To be signed in the presence of the identifying Officer)					
Name & Designation of the Identifying Officer Dated signature of the Identifying Officer (To be signed on the photograph)					

Office of the Mahatma Gandhi University
Kottayam
EXAMINATIONS

CONTROLLER OF

INSTRUCTIONS TO CANDIDATES

Examination Fee (BA/B.Com)

a) Application Fee	>	Rs.35/-
b) Online question paper printing charge	>	Rs.25/-
c) Each theory Paper		
i) First appearance/Supplementary	>	Rs.60/-
ii) Improvement	>	Rs.85/-
d) Mark list fee	>	Rs.60/-
e) Final Semester mark list	>	Rs.170/-
f) Separate Mark list of I to VI Semesters	>	Rs.280/-
g) CV Camp fee (First appearance/Supplementary/Improvement)	}	Rs. 40/- per paper to a maximum of 240/-
subject		
h) Improvement registration fee/Re-appearance fee per semester (for UG CBCSS/CBCS). – <i>if required</i>	}	Rs.60/

The fee must be paid through M.G. University E-Payment Portal (Visit <http://epay.mgu.ac.in>). 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.** The mark list of all candidates will be sent to the Principals of the respective colleges where the candidates appear for the examination.

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(Sd/-)
CONTROLLER OF EXAMINATIONS

Application Fee : Rs. 35/-

THIRD & FOURTH Semester B.A./B.Com.



MGU E-Receipt details	
Challan No:	
Date :	
Amount :	

MAHATMA GANDHI UNIVERSITY

APPLICATION FOR REGISTRATION

THIRD & FOURTH SEMESTER B.A./B.Com. Degree Examination -----20----

EVERY COLUMN EXCEPT REGISTER NUMBER TO BE CAREFULLY FILLED IN BY THE CANDIDATE					
Private Registration Number:			REGISTER NUMBER:		
Centre and place of Examination (in Block Letters) (Change of Centre will not be permitted)					
Name of Programme			B.A. / B.Com.		
Core (for B.A.)/Optional (for B.Com.)					
Name of Candidate (As per Qualifying Certificate) (Women Candidates should add the word "women" after their names)		In English (In Block letters)			
		In Mother-tongue			
Age and Date of Birth		Place of birth with District and Taluk			
Name of father or guardian					
Community with sub-division, if any			Religion		
Candidates eligible for exemption from payment of Examination Fee should state whether they belong to Scheduled Caste, Scheduled Tribes or Other Backward Community and if so whether they are appearing for the first, second or third consecutive chance					
Permanent Address with Telephone/Mobile No. (in BLOCK letters)		Address to which communications are to be sent with Telephone/Mobile No. (in BLOCK letters)		Passport Size Photograph (must to be pasted here)	
Name & Designation of the Identifying Officer			Dated Signature of the Identifying Officer (To be signed on the Photograph)		
The year in which and the college through which the candidate was registered as a Matriculate of the Mahatma Gandhi University.					
Register Number and Year of appearance, at the First & Second Semester B.A./B.Com. Examination and the college through which appeared		Reg. No.	Year	Core Course	Exam. Centre
Details of Parts or Part of the Third/Fourth Semester Examination for which the		Common Course English	Common Course II Language	Core Course Complementary course	Exam Centre

candidate appears now				
Common course selected under II Language				
Common course (II Language), if appearing for the examination				
Subjects selected under Part III (Main)/Core Course, Complementary course, if appearing for the examination	Third Semester		Fourth Semester	
	Core 1..... 2..... 3..... 4..... 5..... Complementary(For BA)/Elective (For B.Com) 1..... 2.....		Core 1..... 2..... 3..... 4..... 5..... Complementary(For BA)/Elective (For B.Com) 1..... 2.....	
If the candidate has already passed in any part/course at the second year/Third & Fourth semester examination, state the Register Number, year of passing and Grade obtained		Reg. No. & year	Grade obtained	Centre of Examination
	Common course English			
	Common course II Language			
	Choice Based Core Course/Main Complementary course/Subsidiary			
Year/Semester or Years/Semesters if any, in which the candidate has already appeared for the second year/Third & Fourth Semester examinations, centre of examination and Reg. No. with years of all appearances		Reg. No. & year	Grade obtained	Centre of Examination
	Common course English			
	Common course II Language			
	Complementary course/ Subsidiary Core			

Station:.....

Date :.....

Signature of the Candidate

(All Entries except Register Number are to be made in by the Candidate)

HALL TICKET



MAHATMA GANDHI UNIVERSITY

THIRD & FOURTH SEMESTER B.A./B.Com. Degree Examination

-----20-----

1. Centre of Examination :		Register Number	
2. Name of Programme		B.A. / B.Com.	
3. Core (for BA)/Optional (for B.Com.)			
4. Name of Candidate (in Block Letters)			
Papers/Courses of the Third Semester Examination for which the candidate appears		Papers/Courses of the Fourth Semester Examination for which the candidate appears:	
1. Common Course (English)		Common Course (English)	
Title (.....)		Title (.....)	
Title (.....)		Title (.....)	
2. Common Course (II Language)		Common Course (II Language)	
Title (.....)		(Title.....)	
3. Core Course		Core Course	
Title (1.....)		Title (1.....)	
Title (2.....)		Title (2.....)	
Title (3.....)		Title (3.....)	
Title (4.....)		Title (4.....)	
Title (5.....)		Title (5.....)	
4. Complementary course		Complementary course	
Title (1.....)		Title (1.....)	
Title (2.....)		Title (2.....)	
5. Optional Course-I/Elective Paper-I (for B.Com.)		5. Optional Course-II/Elective Paper-II (for B.Com.)	
Title.....		Title.....	
Passport Size Photograph (recent) to be pasted here)			
Signature of the Candidate (To be signed in the presence of the identifying Officer)			
Name & Designation of the Identifying Officer			
Dated signature of the Identifying Officer (To be signed on the photograph)			

Office of the Mahatma Gandhi University
Kottayam

CONTROLLER OF EXAMINATIONS

INSTRUCTIONS TO CANDIDATES

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e) Final Semester mark list	>	Rs.170/-
f) Separate Mark list of I to VI Semesters	>	Rs.280/-
g) CV Camp fee (First appearance/Supplementary/Improvement)	}	Rs. 40/- per paper to a maximum of 240/-
subject		
h) Improvement registration fee/Re-appearance fee	}	Rs.60/
per semester (for UG CBCSS/CBCS). – <i>if required</i>		

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(Sd/-)
CONTROLLER OF EXAMINATIONS

Application Fee : Rs. 35/-



THIRD & FOURTH Semester B.A./B.Com.

MGU E-Receipt details	
Challan No:	
Date :	
Amount :	

MAHATMA GANDHI UNIVERSITY

APPLICATION FOR REGISTRATION

THIRD & FOURTH SEMESTER B.A./B.Com. Degree Examination -----20----

(IMPROVEMENT /REPEAT/INTERNAL REDO CANDIDATES ONLY)

EVERY COLUMN EXCEPT REGISTER NUMBER TO BE CAREFULLY FILLED IN BY THE CANDIDATE					
Private Registration Number:			REGISTER NUMBER:		
Centre and place of Examination (in Block Letters) (Change of Centre will not be permitted)					
Name of Programme			B.A. / B.Com.		
Core (for B.A.)/Optional (for B.Com.)					
Name of Candidate (As per Qualifying Certificate) (Women Candidates should add the word "women" after their names)		In English (In Block letters)			
		In Mother-tongue			
Age and Date of Birth		Place of birth with District and Taluk			
Name, occupation & annual income of father or guardian					
Community with sub-division, if any			Religion		
Candidates eligible for exemption from payment of Examination Fee should state whether they belong to Scheduled Caste, Scheduled Tribes or Other Backward Community and if so whether they are appearing for the first, second or third consecutive chance					
Permanent Address with Telephone/Mobile No. (in BLOCK letters)		Address to which communications are to be sent with Telephone/Mobile No. (in BLOCK letters)		Passport Size Photograph (must to be pasted here)	
Name & Designation of the Identifying Officer		Dated Signature of the Identifying Officer (To be signed on the Photograph)			
The year and the course in which and the college/Exam Centre through which the candidate was registered as a Matriculate of the Mahatma Gandhi University.					
Register Number and Year of appearance, at the Second & Third Semester B.A./B.Com. Examination and the college/Centre through which appeared		Reg. No.	Year	Core Course	Exam. Centre
Details of Parts or Part of the Third/Fourth Semester Examination for which the		Common Course English	Common Course II Language	Core Course	Exam Centre
				Complementary course	

candidate appears now				
Common course selected under II Language				
Common course (II Language), if appearing for the examination				
Subjects selected under Part III (Main)/Core Course, Complementary course, if appearing for the examination	Third Semester		Fourth Semester	
	Core		Core	
	1.....		1.....	
	2.....		2.....	
	3.....		3.....	
	4.....		4.....	
	5.....		5.....	
	Complementary(For BA)/Elective (For B.Com)		Complementary(For BA)/Elective (For B.Com)	
1.....		1.....		
2.....		2.....		
If the candidate has already passed in any part/course at the second year/Third & Fourth semester examination, state the Register Number, year of passing and Grade obtained		Reg. No. & year	Grade obtained	Centre of Examination
	Common course English			
	Common course II Language			
	Choice Based Core Course/Main			
	Complementary course/Subsidiary			
Year/Semester or Years/Semesters if any, in which the candidate has already appeared for the second year/Third & Fourth Semester examinations, centre of examination and Reg. No. with years of all appearances		Reg. No. & year	Grade obtained	Centre of Examination
	Common course English			
	Common course II Language			
	Complementary course/ Subsidiary			
	Core			

Station:.....

Date :.....

Signature of the Candidate

(All Entries except Register Number are to be made in by the Candidate)



HALL TICKET

MAHATMA GANDHI UNIVERSITY

THIRD & FOURTH SEMESTER B.A./B.Com. Degree Examination

-----, 20-----

(IMPROVEMENT /REPEAT/INTERNAL REDO CANDIDATES ONLY)

1. Centre of Examination :		Register Number	
2. Name of Programme		B.A. / B.Com.	
3. Core (for BA)/Optional (for B.Com.)			
4. Name of Candidate (in Block Letters)			
Papers/Courses of the Third Semester Examination for which the candidate appears I. <u>IMPROVEMENT</u> 1----- 2----- II. <u>REPEAT</u> 1----- 2----- 3----- 4----- 5----- 6-----	Papers/Courses of the Fourth Semester Examination for which the candidate appears: I. <u>IMPROVEMENT</u> 1----- 2----- II. <u>REPEAT</u> 1----- 2----- 3----- 4----- 5----- 6-----	Passport Size Photograph (recent) to be pasted here)	
Signature of the Candidate (To be signed in the presence of the identifying Officer) Name & Designation of the Identifying Officer Dated signature of the Identifying Officer (To be signed on the photograph)			

Office of the Mahatma Gandhi University
Kottayam

CONTROLLER OF EXAMINATIONS

INSTRUCTIONS TO CANDIDATES

Examination Fee (BA/B.Com)

a) Application Fee	>	Rs.35/-
b) Online question paper printing charge	>	Rs.25/-
c) Each theory Paper		
i) First appearance/Supplementary	>	Rs.60/-
ii) Improvement	>	Rs.85/-
d) Mark list fee	>	Rs.60/-
e) Final Semester mark list	>	Rs.170/-
f) Separate Mark list of I to VI Semesters	>	Rs.280/-
g) CV Camp fee (First appearance/Supplementary/Improvement)	}	Rs. 40/- per paper to a maximum of 240/-
subject		
h) Improvement registration fee/Re-appearance fee per semester (for UG CBCSS/CBCS). – <i>if required</i>	}	Rs.60/

The fee must be paid through M.G. University E-Payment Portal (Visit <http://epay.mgu.ac.in>). 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.** The mark list of all candidates will be sent to the Principals of the respective colleges where the candidates appear for the examination.

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. 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. of 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. 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. 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 taker by a candidate and his/her rustication for a period to be decided by the University. When a candidate has finished writing his/her answers and wishes to hand over his/her answer book or at the end of the period prescribed for each particular part of the examination, he/she shall stand up in his/her place and remain standing until one of the Superintendents has gone up to him/her and has received his/her answer book from him/her. He/she should not leave the hall leaving the answer book in his/her seat.

(Sd/-)
CONTROLLER OF EXAMINATIONS

Application Fee : Rs. 35/-



MGU E-Receipt details

Challan No:
 Date :
 Amount :

MAHATMA GANDHI UNIVERSITY

APPLICATION FOR REGISTRATION

FIRST ,SECOND,THIRD & FOURTH SEMESTER B.A./B.Com. Degree Examination -----20----
(FOR ADDITIONAL DEGREE/ADDITIONAL OPTIONAL/FACULTY CHANGE CANDIDATES ONLY)

<i>EVERY COLUMN EXCEPT REGISTER NUMBER TO BE CAREFULLY FILLED IN BY THE CANDIDATE</i>				
Private Registration Number:		REGISTER NUMBER:		
Centre and place of Examination (in Block Letters) (Change of Centre will not be permitted)				
Name of Programme		B.A. / B.Com.		
Core (for B.A.)/Optional (for B.Com.)				
Name of Candidate (As per Qualifying Certificate) (Women Candidates should add the word "women" after their names)	In English (In Block letters)			
	In Mother-tongue			
Age and Date of Birth		Place of birth with District and Taluk		
Name of father or guardian				
Community with sub-division, if any		Religion		
Candidates eligible for exemption from payment of Examination Fee should state whether they belong to Scheduled Caste, Scheduled Tribes or Other Backward Community and if so whether they are appearing for the first, second or third consecutive chance				
Permanent Address with Telephone/Mobile No. (in BLOCK letters)		Address to which communications are to be sent with Telephone/Mobile No. (in BLOCK letters)		Passport Size Photograph (must to be pasted here)
Name & Designation of the Identifying Officer		Dated Signature of the Identifying Officer (To be signed on the Photograph)		
The year and the course in which and the college/Exam Centre through which the candidate was registered as a Matriculate of the Mahatma Gandhi University.				
Register Number and Year of appearance, at the Second & Third Semester B.A./B.Com.	Reg. No.	Year	Core Course	Exam. Centre

Examination and the college/Centre through which appeared (For Optional/Faculty Change candidates)					
Common course selected under II Language					
Subjects selected under Part III (Main) /Core Course, Complimentary course, if appearing for the examination	First Semester	Second Semester	Third Semester	Fourth Semester	
	Core	Core	Core	Core	
	1..... 2..... 3..... 4..... 5.....	1..... 2..... 3..... 4..... 5.....	1..... 2..... 3..... 4..... 5.....	1..... 2..... 3..... 4..... 5.....	
	Complementary (For BA)	Complementary (For BA)	Complementary (For BA)/Elective (For B.Com)	Complementary (For BA)/Elective (For B.Com)	
	1..... 2.....	1..... 2.....	1..... 2.....	1..... 2.....	
If the candidate has already passed in any part/course at the First & Second semester examination, state the Register Number, year of passing and Grade obtained			Reg. No. & year	Grade obtained	Centre of Examination
		Common course English			
		Common course II Language			
		Complementary course			
Year/Semester or Years/Semesters if any, in which the candidate has already appeared for the Third & Fourth Semester examinations, centre of examination and Reg. No. with years of all appearances			Reg. No. & year	Grade obtained	Centre of Examination
		Common course English			
		Common course II Language			
		Complementary course/ Subsidiary			

Station:.....

Date :.....

Signature of the Candidate

(All Entries except Register Number are to be made in by the Candidate)



HALL TICKET

MAHATMA GANDHI UNIVERSITY

FIRST, SECOND, THIRD & FOURTH SEMESTER B.A./B.Com. Degree Examination
-----, 20-----

(FOR ADDITIONAL DEGREE/ADDITIONAL OPTIONAL/FACULTY CHANGE CANDIDATES ONLY)

1. Centre of Examination :		Register Number
2. Name of Programme		<i>B.A. / B.Com.</i>
3. Core (for BA)/Optional (for B.Com.)		
4. Name of Candidate (in Block Letters)		
Papers/Courses of the First Semester Examination for which the candidate appears I. CORE 1----- 2----- 3----- 4----- II. COMPLEMENTARY 1----- 2-----	Papers/Courses of the Third Semester Examination for which the candidate appears I. CORE 1----- 2----- 3----- 4----- II. COMPLEMENTARY 1----- 2----- III. ELECTIVE PAPER I (For B.Com) 1-----	Passport Size Photograph (recent) to be pasted here)
Papers/Courses of the Second Semester Examination for which the candidate appears I. CORE 1----- 2----- 3----- 4----- II. COMPLEMENTARY 1----- 2-----	Papers/Courses of the Fourth Semester Examination for which the candidate appears I. CORE 1----- 2----- 3----- 4----- II. COMPLEMENTARY 1----- 2----- III. ELECTIVE PAPER II (For B.Com) 1-----	
Signature of the Candidate (To be signed in the presence of the identifying Officer)		
Name & Designation of the Identifying Officer		
Dated signature of the Identifying Officer		
(To be signed on the photograph)		

Office of the Mahatma Gandhi University
Kottayam

CONTROLLER OF EXAMINATIONS

INSTRUCTIONS TO CANDIDATES

Examination Fee (BA/B.Com)

a) Application Fee	>	Rs.35/-
b) Online question paper printing charge	>	Rs.25/-
c) Each theory Paper		
i) First appearance/Supplementary	>	Rs.60/-
ii) Improvement	>	Rs.85/-
d) Mark list fee	>	Rs.60/-
e) Final Semester mark list	>	Rs.170/-
f) Separate Mark list of I to VI Semesters	>	Rs.280/-
g) CV Camp fee (First appearance/Supplementary/Improvement)	}	Rs. 40/- per paper to a maximum of 240/-
subject		
h) Improvement registration fee/Re-appearance fee per semester (for UG CBCSS/CBCS). – <i>if required</i>	}	Rs.60/

The fee must be paid through M.G. University E-Payment Portal (Visit <http://epay.mgu.ac.in>). 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.** The mark list of all candidates will be sent to the Principals of the respective colleges where the candidates appear for the examination.

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(Sd/-)
CONTROLLER OF EXAMINATIONS

Application Fee : Rs. 35/-



FIFTH & SIXTH Semester B.A./B.Com.

MGU E-Receipt details	
Challan No:	
Date :	
Amount :	

MAHATMA GANDHI UNIVERSITY

APPLICATION FOR REGISTRATION

FIFTH & SIXTH SEMESTER B.A./B.Com. Degree Examination -----, 20---

EVERY COLUMN EXCEPT REGISTER NUMBER TO BE CAREFULLY FILLED IN BY THE CANDIDATE						
Private Registration Number:			REGISTER NUMBER:			
Centre and place of Examination (in Block Letters) (Change of Centre will not be permitted)						
Name of Programme			B.A. / B.Com.			
Core (for B.A.)/Optional (for B.Com.)						
Name of Candidate (As per Qualifying Certificate) (Women Candidates should add the word "women" after their names)		In English (In Block letters)				
		In Mother-tongue				
Age and Date of Birth		Place of birth with District and Taluk				
Name, of father or guardian						
Community with sub-division, if any			Religion			
Permanent Address with Telephone/Mobile No. (in BLOCK letters)		Address to which communications are to be sent with Telephone/Mobile No. (in BLOCK letters)		Passport Size Photograph (must to be pasted here)		
Name & Designation of the Identifying Officer		Dated Signature of the Identifying Officer (To be signed on the Photograph)				
Specify whether appearing for the V/VI or both Semester Examinations together						
Register Number and Year of appearance, at the Fourth & Fifth Semester B.A./B.Com. Examination and the College /Centre through which appeared		Reg. No.		Year	Core Course	Exam. Centre
Details of the core Course,		Fifth Semester		Sixth Semester		

Complementary course, Open Course and Optional Course of the Fifth & Sixth Semester Examinations for the Candidate appeared now	Core Course	Core Course
	1.....	1.....
	2.....	2.....
	3.....	3.....
	4.....	4.....
	5.....	5.....
	6.....	6.....
	Complementary Course(For B.Com)	Complementary Course(For B.Com)
	1.....	1.....
	Open Course	
1.....		
Optional Course/Elective Paper III (For B.Com)	Optional Course/Elective Paper IV (For B.Com)	
1.....	1.....	

Station:.....

Date :.....

Signature of the Candidate

(All Entries except Register Number are to be made in by the Candidate)

HALL TICKET



MAHATMA GANDHI UNIVERSITY

FIFTH & SIXTH SEMESTER B.A./B.Com. Degree Examination

-----,20-----

1. Centre of Examination :		Register Number	
2. Name of Programme		<i>B.A. / B.Com.</i>	
1. Optional Course/Elective Paper			
4. Name of Candidate (in Block Letters)			
Papers/Courses of the Fifth Semester Examinations for which the Candidate Appears: I. Core Course Title (1.....) Title (2.....) Title (3.....) Title (4.....) Title (5.....) Title (6.....) II. Complementary course(for B.Com.) Title (1.....) III. Open Course Title(1.....) IV. Optional Course/Elective Paper-III (for B.Com.) Title(1.....)	Papers/Courses of the Sixth Semester Examination for which the candidate appears: I. Core Course Title (1.....) Title (2.....) Title (3.....) Title (4.....) Title (5.....) Title (6.....) II. Complementary course(for B.Com.) Title (1.....) III. Optional Course/Elective Paper-IV (for B.Com.) Title.....	Passport Size Photograph (recent) to be pasted here)	
Signature of the Candidate (To be signed in the presence of the identifying Officer) Name & Designation of the Identifying Officer Dated signature of the Identifying Officer (To be signed on the photograph)			

Office of the Mahatma Gandhi University
Kottayam

CONTROLLER OF EXAMINATIONS

INSTRUCTIONS TO CANDIDATES

Examination Fee (BA/B.Com)

a) Application Fee	>	Rs.35/-
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c) Each theory Paper		
i) First appearance/Supplementary	>	Rs.60/-
ii) Improvement	>	Rs.85/-
d) Mark list fee	>	Rs.60/-
e) Final Semester mark list	>	Rs.170/-
f) Separate Mark list of I to VI Semesters	>	Rs.280/-
g) CV Camp fee (First appearance/Supplementary/Improvement)	}	Rs. 40/- per paper to a maximum of 240/-
subject		
h) Improvement registration fee/Re-appearance fee per semester (for UG CBCSS/CBCS). – <i>if required</i>	}	Rs.60/

The fee must be paid through M.G. University E-Payment Portal (Visit <http://epay.mgu.ac.in>). 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.** The mark list of all candidates will be sent to the Principals of the respective colleges where the candidates appear for the examination.

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(Sd/-)
CONTROLLER OF EXAMINATIONS

Application Fee : Rs. 35/-



MGU E-Receipt details

Challan No:
 Date :
 Amount :

MAHATMA GANDHI UNIVERSITY

APPLICATION FOR REGISTRATION
 FIFTH & SIXTH SEMESTER B.A./B.Com. Degree Examination -----, 20---
(For Failed/Repeat/Additional Elective)

EVERY COLUMN EXCEPT REGISTER NUMBER TO BE CAREFULLY FILLED IN BY THE CANDIDATE

Private Registration Number:	REGISTER NUMBER:
-------------------------------------	-------------------------

Centre and place of Examination (in Block Letters) (Change of Centre will not be permitted)				
Name of Programme		B.A. / B.Com.		
Core (for B.A.)/Optional (for B.Com.)				
Name of Candidate (As per Qualifying Certificate) (Women Candidates should add the word "women" after their names)	In English (In Block letters)			
	In Mother-tongue			
Age and Date of Birth		Place of birth with District and Taluk		
Name, of father or guardian				
Community with sub-division, if any		Religion		
Permanent Address with Telephone/Mobile No. (in BLOCK letters)	Address to which communications are to be sent with Telephone/Mobile No. (in BLOCK letters)		Passport Size Photograph (must to be pasted here)	
Name & Designation of the Identifying Officer	Dated Signature of the Identifying Officer (To be signed on the Photograph)			
Specify whether appearing for the V/VI or both Semester Examinations together				
Register Number and Year of appearance, at the Fourth & Fifth Semester B.A./B.Com. Examination and the College /Centre through which appeared	Reg. No.	Year	Core Course	Exam. Centre
Details of the core Course,	Fifth Semester		Sixth Semester	

Complementary course, Open Course and Optional Course of the Fifth & Sixth Semester Examinations for the Candidate appeared now	Core Course	Core Course
	1..... 2..... 3..... 4..... 5..... Complementary Course(For B.Com) 1..... Open Course 1..... Optional Course/Elective Paper III (For B.Com)	1..... 2..... 3..... 4..... 5..... Complementary Course(For B.Com) 1..... Optional Course/Elective Paper IV (For B.Com) For Add Elective Candidates only Elective Paper I (For B.Com) Elective Paper II(For B.Com)

If the candidate has already passed in any part/course at Fifth semester examination, state the Register Number, year of passing and Grade obtained		Reg. No. & year	Grade obtained	Centre of Examination
	1			
	2			
	3			
	4			
	5			
	6			

If the candidate has already passed in any part/course at Sixth semester examination, state the Register Number, year of passing and Grade obtained		Reg. No. & year	Grade obtained	Centre of Examination
	1			
	2			
	3			
	4			
	5			
	6			

Station:.....

Date :.....
Candidate

Signature of the

(All Entries except Register Number are to be made in by the Candidate)

HALL TICKET



MAHATMA GANDHI UNIVERSITY

FIFTH & SIXTH SEMESTER B.A./B.Com. Degree Examination
-----,20-----

(FOR FAILED/REPEAT/ADDITIONAL ELECTIVE)

1. Centre of Examination :		Register Number	
2. Name of Programme		B.A. / B.Com.	
2. Optional Course/Elective Paper			
4. Name of Candidate (in Block Letters)			
Papers/Courses of the Fifth Semester Examinations for which the Candidate Appears: I. Core Course Title (1.....) Title (2.....) Title (3.....) Title (4.....) Title (5.....) II. Complementary course(for B.Com) Title (1.....) III. Open Course Title (1.....) IV. Optional Course/Elective Paper-III(for B.Com.) Title.....	Papers/Courses of the Sixth Semester Examination for which the candidate appears: I. Core Course Title (1.....) Title (2.....) Title (3.....) Title (4.....) Title (5.....) II. Complementary course(for B.Com) Title (1.....) III. Optional Course/Elective Paper-IV (for B.Com.) Title..... IV. For Add Elective Candidates only Elective Paper I (For B.Com) Title----- Elective Paper II(For B.Com) Title-----	Passport Size Photograph (recent) to be pasted here)	
Signature of the Candidate (To be signed in the presence of the identifying Officer) Name & Designation of the Identifying Officer Dated signature of the Identifying Officer (To be signed on the photograph)			

Office of the Mahatma Gandhi University
Kottayam

CONTROLLER OF EXAMINATIONS

INSTRUCTIONS TO CANDIDATES

Examination Fee (BA/B.Com)

a) Application Fee	>	Rs.35/-
b) Online question paper printing charge	>	Rs.25/-
c) Each theory Paper		
i) First appearance/Supplementary	>	Rs.60/-
ii) Improvement	>	Rs.85/-
d) Mark list fee	>	Rs.60/-
e) Final Semester mark list	>	Rs.170/-
f) Separate Mark list of I to VI Semesters	>	Rs.280/-
g) CV Camp fee (First appearance/Supplementary/Improvement)	}	Rs. 40/- per paper to a maximum of 240/-
subject		
h) Improvement registration fee/Re-appearance fee per semester (for UG CBCSS/CBCS). – <i>if required</i>	}	Rs.60/

The fee must be paid through M.G. University E-Payment Portal (Visit <http://epay.mgu.ac.in>). 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.** The mark list of all candidates will be sent to the Principals of the respective colleges where the candidates appear for the examination.

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(Sd/-)
CONTROLLER OF EXAMINATIONS

Rs.35/-
Code 84



To be filled by the candidate

MGU E-Receipt details

Challan No:

Date :

Amount :

MAHATMA GANDHI UNIVERSITY

APPLICATION FOR THE RECOGNITION OF EXAMINATION OF OTHER UNIVERSITIES/ BODIES

1. (a) Name of Applicant (in block letters)	
(b) Name of Father or Guardian	
(c) Date and Place of Birth	
2. (a) Examination passed and which is sought to be recognised (Name of the University or Board which conducted the examination to be given)	
(b) Subjects taken for the Examination	
(c) 1. Whether the examination was taken as a collegiate student or after private study	
2. The college where the applicant studied last (A certificate from the Principal should be enclosed)	
(d) The length of course of the examination passed which is sought to be recognised	
3. The (equivalent) examination of the University to which it is sought to be recognised.	
4. Reasons for pursuing his previous studies at the University from which he migrates.	
5. Reasons for seeking admission in the University.	
6. The course for which admission is sought together with optional and second language if any, to be taken and the year of admission	
7. Whether the following documents have been enclosed.	
(i) Pass certificate (original)	
(ii) Migration certificate from the University or the Board where the applicant studied last and passed the examination.	
(iii) A certificate or certificates in support of items 2(b) c(1),(2)and (d) from the Principal of the college where the applicant studied for the examination sought to be recognised.	
(iv) Treasury/Bank receipt for Rs:20/- being	

the fee for considering the application (No. and date of receipt to be specified)	
8. Address to which Communications are to be sent	
9. Signature of the applicant	
10. Endorsement of the Principal of the college where the applicant has joined provisionally or proposes to join (recommendations and conditions if any of admission may be stated here)	Forwarded Signature Principal College.....

Station.....
.....

Date