

Grams: "TECHNOLOGY"
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JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY: KAKINADA
KAKINADA-533003, Andhra Pradesh (India)
(Newly established by A.P. Ordinance No. 13 of 2008)

Prof. V. Ravindra

B.Tech., M.E., Ph.D (IITB), MISTE., FIE

Registrar

Lr.No. JNTU-K / B.Tech./Nov. 2008 Exams/Instruction to Principals, Date:18-10-08.

To
The Principals
JNTU Affiliated Colleges offering B.Tech. Courses

Sir,

Sub: JNTU, KAKAINADA-Examination Branch-B.Tech, Nov. 2008 Exams - instructions to the Principals – Reg.

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The Principals of the affiliated Engineering Colleges are requested to follow the instructions given below in respect of II year B.Tech. I semester (R07, R05, RR & NR) & III year B.Tech. I semester (R05, RR & NR) and IV year B.Tech. I semester (R05, RR & NR) Regular/Supplementary Examinations scheduled in November 2008.

- I. Finalize the attendance of each student, by giving presumptive attendance for the last week of class work, i.e. from 27-10-2007 to 01-11-2008 and submit the Detention lists, Condonation list along with requisite Condonation fee in the form of D.D. in the respective nodal centers along with the registration forms.
- II. Separate Demand Drafts for the following are to be drawn in favour of the Registrar, JNTU payable at Kakinada.
 1. II B.Tech. - I Sem. (R07) – Regular Exam. fee.
 2. II B.Tech. - I Sem. (R07) – Condonation fee.
 3. II B.Tech. - I Sem. (R05) – Supplementary Exam. fee.
 4. II B.Tech. - I Sem (RR) – Supplementary Exam. fee.
 5. II B.Tech. - I Sem. (NR) – Supplementary Exam. fee.
 6. III B.Tech. - I Sem. (R05) – Regular Exam. fee.
 7. III B.Tech. - I Sem. (R05) – Condonation fee.
 8. III B.Tech. - I Sem. (RR) – Supplementary Exam. fee.
 9. III B.Tech. - I Sem. (NR) - Supplementary Exam. fee.
 10. IV B.Tech. - I Sem. (R05) – Regular Exam. fee.
 11. IV B.Tech. - I Sem. (R05) – Condonation fee.
 12. IV B.Tech. - I Sem. (RR) – Supplementary Exam. fee.
 13. IV B.Tech.- I Sem. (NR) – Supplementary Exam. fee.
- III. (a) Last date for receipt of filled-in Registration Forms without fine is **25-10-2008**. The D.Ds of the Examination fee without fine should be dated on or before **28-10-2008**.
(b) Last date for receipt of filled-in Registration Forms with fine is **29-10-2008**. The D.Ds. of the examination fee with fine should be dated on or before **30-10-2008**.

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- (c) The filled in registration forms are to be submitted separately Year wise, Regulation wise and branch wise in the respective nodal centers on or before **31-10-2008**.
 - (d) The complete profiles of the students of II, III & IV year B.Tech. I semester (R05 & R07 as applicable) are to be uploaded before **17-10-2008**. Refer FAQs in online exams manual for taking dump of student profiles.
- IV. The Hall Tickets of II, III & IV year B.Tech. I semester (R05 & R07 as applicable) candidates will be available on the examination portal from **01-11-08** to **03-11-08**. Care is to be taken by the Principal that the Hall Tickets should not be issued to the students, who are detained due to shortage of attendance and those who did not register for the examinations.

In respect of II, III & IV year B.Tech. I semester candidates of NR & RR regulations the same procedure followed earlier should be followed for submission of the Registration forms along with the filled-in Hall ticket forms and collect the Hall tickets at the respective Nodal centers.

- V. The award lists of all Practical Exams should be sent to the Exam Branch, JNTU, Hyderabad before **12-11-2008**. {the given proforma displayed on examination portal with file name [\(INSTRUCTIONS FOR SUBMISSION OF LAB MARKS OF EXTERNAL EXAMINATIONS\)](#)}
- VI. The Principals are hereby informed, by direction, that in case award lists of the practical examinations are not received on before **12-11-2008**, action will be taken as per the letter cited in reference (ii).

The co-operation of the Principals is highly solicited for smooth processing and early declaration of examination results.

Yours sincerely,

REGISTRAR,I/C