

I/5700/2025



ରମାଦେବୀ ମହିଳା ବିଶ୍ୱବିଦ୍ୟାଳୟ, ବିଦ୍ୟା ବିହାର, ଭୁବନେଶ୍ୱର

Rama Devi Women's University, Vidya Vihar,**Bhubaneswar, Odisha-751022, Ph.no-0674-2542644,****E-mail: coe@rdwu.ac.in, Website: <http://rdwu.ac.in>**

No. COE /EX-43 (B.Ed.) /492 /2025

Date: 04/03/25

From

The Controller of Examinations,
R.D. Women's University
Bhubaneswar-22

To

The Chairperson, P.G. Council
Rama Devi Women's University,
Bhubaneswar - 751022

Sub : Filling up Examination Application Forms, Collection of Prescribed fees & submission of documents for admission of students to the **2nd Yr. Annual B.Ed. (2-Year) Reg. & Back Examination, 2025 (2021-22, 2022-23 & 2023-24 Admission Batch)** of the 2-Yr. B.Ed. Course.

Madam/Sir,

You are requested to forward the Examination Application Forms duly filled in along with the Alphabetical list of students, Accounts Statement and other related documents in support of students of your college for their admission to the aforesaid examination as per instructions and guidelines stated below for 2nd Yr. Annual B.Ed. (**Reg. & Back**) Examination, 2025 (2021, 2022 & 2023 Admission Batch).

Tentative Date for Commencement of Examination:**03.04.2025**

The detailed Exam. programme will be notified in a separate letter.

I. Eligibility of Students:

- (i) She must have taken admission to the 1st Yr. B.Ed. Degree Course in Arts/Science during the Academic Year **2021-22, 2022-23, 2023-24 AB.**
- (ii) Any registered student of the University may be admitted into the 2nd Yr. B.Ed. (Regular) Examination, 2025, if she has enrolled in the 2nd Yr. B.Ed. Course (Arts/Science), 2023, 2022 & 2021.
- (iii) She must not have taken C.L.C.
- (iv) **REPEAT /BACK PAPER EXAMINATION**

A candidate failing to secure 40 percent in any theory course(s) and 50 percent marks in any practical course(s) in the year end examination(s) shall be allowed to appear at examination in that course(s) as Back paper(s) and be given maximum three consecutive chances to pass in the concerned course(s). The internal marks secured by the candidate in that course(s) shall be retained as such.

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II. Allotment of Roll No. to the Candidate :

The Examination Roll Number assigned to the candidate in Ist Yr. B.Ed. Examination shall remain unchanged and be prepared alphabetically stream-wise (Arts/ Science).

III. Mode of filling up Examination Application Form :

The Application Forms duly filled in for 2nd Yr. B.Ed. Exam shall be submitted in the Office of the CoE, R.D.W. University, BBSR as per point VII

IV. Fees to be collected for 2nd Yr. B.Ed.(Regular) Examination,2025

1	EXAMINATION FEES	500.00
2	CENTRE CHARGE (TO BE RETAINED BY THE CENTRE)	150.00
3	FEE FOR ENROLMENT	50.00
4	FEE FOR MARKS	50.00
5	FEE FOR SUPERVISION FEE	20.00
6	REGISTRATION FEE AT THE TIME OF ADMISSION.	70.00
7	RE-REGISTRATION FEE (TO BE DEPOSITED ALONG WITH OTHER EXAM.FEE FOR ANY SUBSEQUENT EXAMINATIONS OTHER FEES OTHER THAN IST YR. EXAM.	40.00
8	ADDITIONAL CENTRE CHARGE IF APPLICABLE) FOR THREE CONSECUTIVE ADMISSION BATCHES TOWARDS NEW SUBJECT(S) OR NEW COLLEGE (TO BE DEPOSITED IN THE UNIVERSITY ALONG WITH OTHER FEES)	50.00
9	LATE FEE	50.00
10	HOWEVER, A STUDENT CAN FILL UP THE EXAM. FORM AFTER RS.50 LATE FEE DATE AND 10 DAYS BEFORE THE COMMENCEMENT OF THE EXAMINATION WITH A LATE FEE	200.00
11	FEE FOR PROVISIONAL CERTIFICATE ONLY FOR FINAL YEAR REGULAR / BACK STUDENTS (IF NOT PAID IN REGULAR EXAMINATION)	50.00
12	FEE FOR ORIGINAL CERTIFICATE ONLY FOR FINAL YEAR REGULAR/BACK STUDENTS (IF NOT PAID IN REGULAR EXAMINATION) SEPARATE CONSOLIDATED BANK DRAFT TO BE PREPARED.	200.00

The Centre Charge so collected may please be kept by the Head of the Institutions to be handed over to the Centre Superintendent of the concerned examination to meet the centre expenses. The balance (unspent) amount shall be refunded to the University through Bank Draft along with Utilization Certificate by the Centre Superintendent of the examination after the examination is over.

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V. Deposit of Fees :

The fees collected from the students except Centre Charge shall be deposited to the University in electronic fund transfer mode in favour of Comptroller of Finance, Rama Devi Women's University, Bhubaneswar. **Care should be taken to put the Institution Seal, Institution Code and name of the examination on the receipt of the electronic fund. Excess amount if deposited by the college shall not be adjusted or refunded.**

Bank Name: Punjab National Bank (Saheed Nagar Branch)

Bank Account No.: 0614010142779

A/C Holder: Comptroller of Finance, Rama Devi Women's University

IFSC Code: PUNB0061420

Pan No.: AAAGR1063F

VI. Mode of Form Fill Up : ONLINE Please Login

Examination	Without a late fee	With a late fee of Rs.50/-	With a late fee of Rs.200/-
2 nd Yr. B.Ed. (Reg. & Back) Exam. 2025	06.03.2025-13.03.2025	17.03.2025	18.03.2025

VII. Date of submission of Application Form, Alphabetical List of students, Accounts Statement (in duplicate), Bank Draft along with other documents complete in all respect at the University.

Sl.No.	Date of Receiving of Fees.etc.	DATE
1	Without a late fee	19.03.2025
2	With a late fee of Rs.50/-	
3	With a late fee of Rs.200/-	

VIII. Preparation of Alphabetical List :

Different Form(s) such as Examination Application Form, Alphabetical List, Accounts Statements are being sent to your college. The alphabetical List shall contain Regd.No., Roll Number, Name of Candidate, Examination Paper title Stream wise along with Method Papers of each candidate.

All entries in the Alphabetical List shall be made in Capital Letters and the names of the candidates be carefully entered without any mistake. The category of SC/ST/OBC may be indicated against each candidate.

IX. Documents to be Submitted by the Chairperson, P.G. Council, RDWU :

- Alphabetical List (one copy)
- Accounts Statement (one copy)
- Forwarding Letter
- Two copies of the receipt of electronic fund transfer (RTGS/NEFT)

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One official in-charge of the examination may be deputed for seeking clarification, if any, regarding the examination matters.

NB : *If the above dates falls on holidays the next working day will be automatically treated as submission of fees along with other documents.*

Yours sincerely,

Ms. Farhi
4.3.25
CONTROLLER OF EXAMINATIONS
Controller of Examinations
R.D. Women's University
Bhubaneswar
Dated: 09/03/25

Memo No. COE / EX-43 (B.Ed.) / 493 / 2025

Copy forwarded to

1. The Co-ordinator, B.Ed., R.D.Women's University for information & necessary action
2. The Registrar, R.D. Women's University, BBSR
3. The Comptroller of Finance, Rama Devi Women's University, BBSR
4. The Dy. Controller of Examinations, Rama Devi Women's University, BBSR
5. The P.S to VC for information of Vice-Chancellor
6. The IVY Baron Technologist, Bhubaneswar for information & necessary action.
7. The Accounts Unit, R.D.Women's University for information & necessary action
8. The OIC, Website, RDW University.

Ms. Farhi
4.3.25
CONTROLLER OF EXAMINATIONS
Controller of Examinations
R.D. Women's University
Bhubaneswar