

DRAVIDIAN  **UNIVERSITY**
SRINIVASAVANAM:KUPPAM A.P.
School of Distance and Continuing Education

D.U/SDCE/Circular/2010

Date:07.05.2010.

CIRCULAR

INSTRUCTIONS TO CORRESPONDENTS/CO-ORDINATORS

1. All the Study Centres Co-ordinators, Regional & Off-Campus Centres are informed that those who are admitted in various courses of their centres from the year 2007 to 2010 should send their Demand Drafts for tuition fees separately without including the examination fees.
2. Every candidate should write their name, course and centre details with code number on the backside of the Demand Draft.
3. All the examination application forms of 2007-08/2008-09/2009-10 batch students should be sent directly to the controller of examinations. It should be informed that every student should follow the newly implemented examination feeses and the Demand Draft to be drawn in favour of “The Registrar, Dravidian University, Kuppam”.
4. The photos of the students in examination application form should be attested by a Gazetted Officer while submitting..
5. All the centres should follow centre codes, admission and examination application forms which is newley furnished in our website. It is informed to send the admission applications with list of their admission details in hard and soft copy in the prescribed formate.
6. The tuition fee Demand Drafts should be drawn in favour of “The Director, SDCE, Dravidian University, Kuppam”.

St/.xxxxxxx
DIRECTOR

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All the study centre co-ordinators are informed that the last date for receipt of Second term application forms for UG, PG courses under **Open University System** for the year 2009-10 is **15.04.2010** and the date of **Second Eligibility Test** is postponed from **25.04.2010 to 23.05.2010**. This is for information.

St/.xxxxxxxx
DIRECTOR

To

All the Study centre Co-ordinators of DU, Kuppam.

Copy to: The Concerned Assistants of UG,PG Courses, SDCE, DU, Kuppam.

Copy to: The Controller of Examinations ,DU,Kuppam for necessary action.