

Copy of extract of Reso. No. 29 of the Executive Council's meeting held on 27/11/19

28. Recommendations of the Committee with regard to charge late fee of Rs.5,000/- on account of late submission of documents/exam fees

Considered the recommendations of the Committee constituted by the Vice-Chancellor regarding charging of late fee of Rs. 5,000/- on account of late submission of documents/exam fees and the following recommendations of the Academic Council made vide Reso. No.41 of its meeting held on 25.06.2018 that the provisions in the existing rules are required to be added as under:-

| Existing | Proposed |
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| If a college /Institute fails to submit the documents/Certificate along with the hard copy of RR, the late fee as under will be charged as prescribed schedule:- | If a college /Institute fails to submit the documents/Certificate along with the hard copy of RR, the late fee as under will be charged as prescribed schedule:- |
| (a) For 1-15 days late after the expiry of normal due date: 750/- per student (b) For 16-30 days late after the expiry of normal due date: 1500/- per student (c) For 31-45 days late after the expiry of normal due date: 2500/- per student (d) For one week before commencement of examination and after that no request will be considered in any circumstance: 5000/- per student with the permission of the Vice-Chancellor. | (a) For 1-15 days late after the expiry of normal due date: 750/- per student (b) xx xx xx (c) xx xx xx (d) xx xx xx 1. The student(s) should not be made liable to pay fine as per the above provisions, if he/she is not at fault. But, the office must examine the case minutely to establish the fact that the student is not at fault, on the basis of the recommendations received through the Principal/Director/ HOD concerned. 2. The student be also not made liable to pay late fee on this account if the result is declared late by the University. 3. In case, after examining the case by the office, it is established that the fault lies with the College/Institute/UTD, then the Principal/Director/ HOD or the person concerned be made liable to pay the fine on this account and the Vice-Chancellor be authorized to consider all such cases to remove the hardship, in relaxation of rules only when the request is received from the College/Institute/UTD and it is established that the student(s) is/are not at fault. 4. A proper proforma be devised for submission of documents and it should be annexed in the Prospectus/ Admission Brochure for the session |

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| | 2018-19 at the time of admission wherein the College/ Institute/ UTD must issue a receipt by giving full details of the receipt of the documents. It should be in duplicate and the one copy may be issued to the student concerned and the other one be maintained in the College/ Institute/UTD. |
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RESOLVED THAT THE RECOMMENDATIONS OF THE COMMITTEE AS ABOVE BE APPROVED.

RESOLVED FURTHER THAT THE VICE CHANCELLOR BE AUTHORISED TO CONDONE THE LATE FEE IN GENUINE CASES.

RESOLVED THAT THE RECOMMENDATIONS OF THE ACADEMIC COUNCIL AS ABOVE BE APPROVED.

[ACTION BY OSD(R&S)]

Registration & Scholarship Branch

Endst. No. R&S/R-5/18/ 3812-3816

Dated: 12-2-18

Copy of the above is forwarded to the following for information and further necessary action please:-

1. All the Heads/Principals/Directors, University Teaching Departments/ Colleges/Institutes affiliated with this University (Through Email)
2. Controller of Examination, M.D. University, Rohtak.
3. Finance Officer, M.D. University, Rohtak.
4. Director, University Computer Centre, M.D. University, Rohtak with the request to upload the above said amendments on the University website.
5. Asstt. Registrar (Academic), M.D. University, Rohtak

R/S
11/7/18
o/c Superintendent (R&S)
for Assistant Registrar(R&S)