



SUK/Exam/2025-26/CW/Ph. D/ 1418

30 JAN 2026

NOTIFICATION

Sub: Submission of online Examination Application Forms for Ph. D Course Work Examination February -2026 by the ELIGIBLE Research Scholars-reg.

Filing of online application forms for the **Ph. D Course Work Examination- February 2026** by the **ELIGIBLE Research Scholars (2021 to 2025 batch)** is scheduled as per the dates given below:

SCHEDULE OF EVENTS:

EVENT	DATE
Start Date for filing of applications	03/02/2026
Last date for filing of applications	07/02/2026
Late Fee	
Start Date for filing of applications with penalty of ₹ 500	08/02/2026
Last date for filing of applications with penalty of ₹ 500	10/02/2026
Last date for generation of Hall Tickets	12/02/2026

PROCEDURE FOR ONLINE FILING OF EXAMINATION APPLICATION

1. Deans/Chairperson of the respective programme shall identify a Research coordinator for each programme to enter applications and maintain the records of all the examinations. Chairperson will be given with user name and password to fill the application. The Concerned Chairperson will be responsible for all examination related work and confidentiality of their respective department / programme/Research center.
2. The Dean/Chairperson shall follow the instructions issued by the undersigned as and when required.
3. Fee Structure:

Examination Fees	Total Fees
₹ 1500/- Per course	₹ 1500 X No. of courses + 200

4. Students can make payment through the online either through RTGS / NEFT / Debit Card / Credit Card.

UNION BANK OF INDIA (SB UNIV CHANCELLOR FO EXAM FEES)
510101007165788
IFSC: UBIN0920932

5. After making payment student must submit transaction copy consisting of UTR number / transaction number to the Chairperson of the concerned programme and obtain the receipt for the same.
6. The Chairperson of the concerned programme shall make the consolidated list of all applications submitted till the last date and verify the payment made by the students and other details and submit the same to the undersigned on or before **11/02/2026**. Please do not forget to keep the copy of the



records / Examination application form submitted through online Departmental / Programme wise logins. After submission of applications take a printout of application of each candidate and retain a copy of the same with candidate's signature.

7. The Department shall take printout of all applications submitted till the last date.
8. The details of applications and the transaction copy consisting of UTR number / transaction number be submitted along with copy of the applications to the undersigned on or before **11/02/2026**.

PLEASE NOTE

- a) Under any circumstances examination fee once paid cannot be refunded or adjusted.
- b) If a student comes after the due date is over of payment of examination fee / late submission of fees receipt, in such cases he/she will be allowed only with a due permission of the Vice Chancellor in an extra ordinary situation, however the student is required to pay penalty of ₹. 5000/- in addition to his/her regular fees.
- c) Any error made by either student / department in compiling with exam norms, the concerned will be penalized from ₹ 2000/- to 5000/- as case may be with due permission from Vice Chancellor.
- d) Filling up of exam application does not automatically qualify the student for receipt of Admit card/ Hall ticket.
- e) Admit card is generated only if the student fulfills minimum required attendance and other requirements of university as per regulations.
- f) The Chairperson / Research Supervisor of respective departments / students are expected to ascertain the candidate's adherence to all norms and regulations framed by university that are in operation before filling the course work examination.
- g) Concerned Chairperson must verify the eligibility requirement for each course of the candidate before filling
- h) Every department has to start the application entry only after receipt of fees paid transaction copy.
- i) **No extension of dates will be granted.**
- j) The application shall be filled meticulously and no corrections will be entertained.
- k) Any queries, please contact the undersigned.

The Chairpersons / Deans are requested to bring the content of this circular to the notice of all the concerned.

Registrar (Evaluation)

To,

The Deans / Chairpersons of all UG & PG programmes of Sharnbasva University, Kalaburagi

Copy submitted with respect to;

1. Hon'ble Vice- Chancellor
2. Registrar
3. Dean
4. Finance Officer
5. Dean (Research)