

APPLICATION FOR REPEAT MULTIDISCIPLINARY COURSE

Name: _____

Register number: _____

Programme: _____

Section: _____

Details of Multidisciplinary course failed:

Semester	Academic year	Multidisciplinary Course Name	Code	Total Marks Scored in Previous MDC Exam	Mention the Exam year and month

Date: _____

Signature of the Student: _____

Address: _____

Email ID: _____

Mobile Number: _____

FOR DEPARTMENT USE ONLY

Name of the Tutor assigned: _____

Signature of Department Coordinator / HOD: _____

(Course Offering Department)

FOR EXAMINATION OFFICE USE ONLY

Remarks/ Approvals from Coordinator of Examination: _____

Fee Remittance Reference: _____ Date: ____/____/20____

Start Date: ____/____/20____

End Date: ____/____/20____

Date: ____/____/20____

Coordinator of Examination: _____

Instructions:

1. Contact the front desk at the Office of Examination for the payment challan.
2. Fee for the repeat MDC course is as follows
 - a) Rs. 6000/- for each MDC course for the **first attempt in immediate subsequent semester.**
 - b) Rs. 10000/- for each MDC course for the **subsequent attempts in later semesters.**(Also applicable for 1st semester MDC Repeat)
3. Make the payment at South Indian bank or at the office. Please note that no cash payment is accepted at the office. Mode of payment at the office is only through Debit or credit card or through UPI
4. Submit **two copies** of filled in application along with the copies of the marks card for the semester failed in MDC and the copy of the fee paid receipt at the front desk at the office of Examinations
5. After the approval from the official concerned one copy of the application will be forwarded to the Head of the Department that offered the MDC course.
6. Contact the Head of the Department that offered the MDC course to get the name of the faculty allotted as supervisor/tutor of the repeat course.
7. Under the supervision of the tutor, the applicant has to complete 30 hours of tutorials consisting of 10 hours of contact classes and 20 hours of assignments to be completed in the library.
8. Students shall submit the library attendance report from the KP and the report of work done in the library to the faculty concerned.
9. The assessments consist of three components i.e. CIA 1 and 2 for 20 marks each and CIA 3 for 50 marks which would be a written examination. Please **note that CIA 1 and 2 and other assignments completed in the library should be in written format.**
10. After the completion of the course within 30 days from the date of application the tutor submits the details of the repeat course done along with all assignments, library attendance report, library work done report and the answer script of CIA 3 to the Office of Examinations
11. After due satisfaction of the compliance as per the Regulation, the official concerned shall authorize the new marks for CIA and update in the system.