

CIRCULAR

387

Rc.No. 387 / G2 / April – 2025

Date :27.01.2025

**Sub: Autonomous Semester Examinations – April 2025 - Payment of Fees – Reg.**

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Examination fees for the April 2025 semester examinations can be paid in Bank of Baroda on the dates mentioned below. All students including BC, MBC, SC, ST etc., have to pay the examination fees.

Visually challenged students need not pay the examination fees for the regular papers but **have to pay for the Application form , Mark sheets, Consolidated mark sheet , Course Completion Certificate ,Degree , Provisional certificate, PPR maintenance and Arrear Paper if any.**

**Particulars of Dates:**

**U.G & P.G**

Payment of Exam Fees	- From 17-02-2025
Last Date for payment of fees without fine	- 21-02-2025
Last Date for payment of fees with fine	- 24-02-2025
Last Date for receiving filled up application forms	- 26-02-2025

Exam Application form fees and examination fees should be paid in person class wise by means of a single chalan in favour of “ The Principal, Queen Mary’s College,(Autonomous) Chennai –600 004.” in Bank of Baroda (Dena Bank), Avvai Shanmugam Road, Royapettah, Chennai – 600 014.S.B. Account No. 42670100009720.The examination fee should be paid in the prescribed chalan in Triplicate, one for bank, one for college and one for the students. The chalan intended to the college should be given to the Autonomous office along with galley.

**Fees Details:**

**Application form for U.G, P.G Students** - Rs. 25/-

**Examination Fees:**

1. B.A. / B.Sc. / B.Com./B.C.A. Each Theory Paper	- Rs. 85/-
(including Part-IV papers)	
Each Practical Paper upto 3 hours duration	- Rs. 85/-
Each Practical Paper more than 3 hours duration	- Rs. 165/-
B.A. Music Concert Paper	- Rs. 130/-
Project cum Viva Voce	- Rs. 150/-

2. M.A. / M.Sc. / M.Com./M.C.A Each Theory Paper (including soft skill)	- Rs. 150/-
Each Practical Paper upto 3 hours duration	- Rs. 175/-
Each Practical Paper more than 3 hours duration	- Rs. 350/-
M.A. Music Concert Paper	- Rs. 375/-
P.G. Dissertation	- Rs. 200/-

**Mark Statement Fee:**

Statement of marks for (U.G. & P.G.)	- Rs. 50/-
More than 11 papers including regular & arrear	- Rs.100/-
U.G. Consolidated mark sheet for final year students only	- Rs.500/-
P.G. Consolidated mark sheet for final year students only	- Rs.500/-
Course Completion Certificate for final year students only (U.G&P.G)	- Rs. 250/-

**Penalty fee beyond the permissible date** - Rs. 100/-

**Duplicate Hall Ticket** - Rs.50/-

**Last Date for Rejoin & Arrear Students without fine** - 21.02.2025


**Last Date for Rejoin & Arrear Students with fine** - 24.02.2025

**Payable to University of Madras:**

Degree and Provisional certificate for final year students only (U.G&P.G )	- Rs.250/-
PPR maintenance fees for final year students only (U.G&P.G)	- Rs. 500/-

**Fees once paid will not be refunded or held over for the subsequent examination under any circumstances.**

  
Controller of Examinations

  
Principal

**Note :** The Manager, **Bank of Baroda (Dena Bank), Avvai Shanmugam Road, Royapettah**, with a request to make necessary arrangement to collect the Exam fees in the college campus itself.

**Copy To :** All Heads of Departments, Queen Mary's College, Chennai - 600 004.  
Autonomous office (G2 Section), Bursar , Superintendent & Notice board