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**DIRECTORATE OF UNIVERSITY EXAMINATIONS**  
**JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY HYDERABAD**

(Established by JNTU Act No. 30 of 2008)

Kukatpally, Hyderabad – 500085, Telangana (India).

**Dr. G. KRISHNA MOHANA RAO**  
B.Tech., M.E. (IISc), Ph.D.  
Senior Professor of Mechanical Engineering &  
**DIRECTOR**

Lr.No/DUEX/OLE/1436

Date: 03-04-2025.

To  
The Principals,  
JNTUH affiliated and University colleges.  
Sir/Madam,

Sub: JNTUH-Directorate of University Examinations - All U.G / P.G and MoU Courses - Special Supplementary Exams (One-Time-Chance) - May/June-2025, Notification - Instructions to the Principals - Reg.

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The Principals of the affiliated and University colleges are hereby informed that the University Examination Branch has issued a notification for the conduct of Special Supplementary examinations during May/June-2025 for the candidates who were admitted into non-autonomous colleges (Status of the college at the time of admission of the candidate) and studied B.Tech(Reg.), B.Tech(CCC), B.Tech.(PTDC), B.Tech.(FDH), B.Pharmacy, M.Tech.(Reg.), M.Tech.(PTPG), M.Tech.(SSS), M.Tech.(CCC), M.Pharmacy, M.Sc(Reg.), M.Sc.(Part time), M.B.A.(Reg.), M.B.A.(Part time), M.C.A.(Reg.), P.G. Diploma(CC) / (CCC), MoU and all other Under- Graduate and Post-Graduate courses, to clear backlog subjects so as to secure the required credits to satisfy the academic requirements to get their degrees. This last chance is for the candidates, who have completed their course work and duration as per the academic regulations.

Please inform the candidates that this notification is meant for the students studied in the affiliated and University colleges of JNTUH Hyderabad only.

The Principals are requested to note the following instructions.

1. Every college has to make the consolidated Examinations Registration fee payment for all the above examinations through RTGS / NEFT / GRPT Transfer to the Registrar's Bank Account No.62079988622 (State Bank of India, JNTUH Campus Branch, IFSC/RTGS/GRPT Code: SBIN0021008). The Principals are requested not to retain any amount from the examination registration fee. The center charges will be paid by the University to all the identified test centers.

2. Different deadlines for schedule of events and other details are mentioned here under.

**STUDENT REGISTRATIONS SCHEDULE**

EVENT	Start date for students to Register for Spl. Supply Exams( at respective colleges)	Last date for students to Register for Spl. Supply Exams(at respective colleges)	Date for Consolidated Fees Payment (Single RTGS transfer )
Exam Registration Without Late Fee	07-04-2025	16-04-2025	30-04-2025
Exam Registration Without Late Fee of Rs.100/-	17-04-2025	24-04-2025	
Exam Registration Without Late Fee of Rs.1000/-	25-04-2025	30-04-2025	
Exam Registration Without Late Fee of Rs.2000/-	01-05-2025	05-05-2025	06-05-2025
Exam Registration Without Late Fee of Rs.5000/-	06-05-2025	09-05-2025	12-05-2025

 Pwd to HODs

## SCHEDULE OF THE EVENTS

Submission of Hard copy of Application forms up to Rs. 1000/- Late fee along with RTGS payment receipt to the Controller of examinations JNTUH	On or before 30-04-2025
Submission of Hard copy of Application forms up to Rs. 2000/- Late fee along with RTGS payment receipt to the Controller of examinations JNTUH	06-05-2025
Submission of Hard copy of Application forms up to Rs. 5000/- Late fee along with RTGS payment receipt to the Controller of examinations JNTUH	12-05-2025

3. If the supplementary students from any closed college are attached to your college, the application from one-time-chance students of such colleges should also be accepted at your college

4. If the college is closed and the supplementary students are not attached to any college, such students may be guided to consult ACE(Academic) for necessary assistance regarding with the submission of their examination application forms

5. The Registration should be done through the following examination registrations portal URL only <http://registrations1.jntuh.ac.in/onetimechance>.

6. The Principals are here by informed, by direction, if award lists of the Lab Examinations and hardcopy are not received by the University examination branch on or before the scheduled date, absent will be shown in result and no correction will be entertained later. The Principals are informed to appoint the examiners for conducting special supply lab exams for these students from the same clusters which are specified for Regular/Suppl. Examinations of November. 2012 It is further instructed to submit End Laboratory marks to the Controller of examinations JNTUH (please see the enclosed ANNEXURE).

7. Answer scripts of the Malpractice cases and court cases (if any) should be kept in a separate sealed cover and sent to ACE(A) Addl. Controller of Examinations, Examination Branch, JNTUH, Kukatpally, Hyderabad-500085 and such cases should be reported as Malpractice Cases / Court Cases in D-form.

8. The Principals are requested to display the notification on the student notice board and give wide publicity through social media and other internal channels

9. The college Principals are informed to collect, the subject registration details, contact numbers and exam registration fee amount for one-time-chance exams and CBT exams, as per the amount specified in the notification and maintain a record. When the registration services is given on 07-04-2025, the OIE can enter all the registration details in the software.

10. If any candidate details are not available in the software application, and it is found to be genuine, such cases should also be submitted (with the photograph duly affixed) in a hard-copy application form (attached to the notification).

11. All the candidates who completed PG courses, namely MBA, MCA, M.Tech and M.Pharm are also eligible to appear for the supplementary theory & practical and project viva-voce examinations. The lists of students who completed all the courses but only project work is pending, list of such candidates college-wise, shall be shared through the college portals. The students may be informed to register for the project viva-voce examinations. Similarly if there are backlog subjects, and during one-time-chance examinations, the PG students clear all the backlog subjects, such candidates will be given a chance register the project work viva-voce examination, after declaration of the results.

12. The examination fee once paid shall not be refunded to the candidates.

13. The students who are writing one-time chance exam and having low internal marks shall be given only one chance to improve their internal marks. Registration for CBT exam for internal improvement for all eligible candidates is mandatory.

14. The Principals are advised to go through the FAQs related to one-time chance exams kept in the student service Portal time to time.

15. The cooperation of the Principals is highly solicited for the smooth conduct, processing and early declaration of examination results.

**Yours Sincerely,**

**Sd/-  
DIRECTOR**

**CE, All ACEs,  
All UG/PG. affiliated and University  
colleges (through portal), DR(EXAMS),  
SDC Section, Concerned Seat Clerk**

*Amil*  
*forward to HODs*

**Encl: ANNEXURE**

**JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY HYDERABAD  
KUKATPALLY – HYDERABAD – 500 085.**

**EXAMINATION BRANCH**

**NOTIFICATION FOR  
SPECIAL SUPPLEMENTARY EXAMINATIONS**  
B. Tech(Reg.), B.Tech(CCC), B.Tech.(PTDC), B.Tech.(FDH), B. Pharmacy, M. Pharmacy, M. Tech.(Reg.),  
M.Tech.(PTPG), M.Tech.(SSS), M.Tech.(CCC), M.Sc(Reg.),M.Sc.(PartTime), M.B.A.(Reg.),M.B.A.(PartTime),  
M.C.A.(Reg.), P.G. Diploma(CC)/(CCC), MoU, and allot other Under-Graduate and Post-Graduate courses  
[who have completed their course duration as per the academic regulations.]

The Candidates appearing for the above examinations which are to be conducted in May/June - 2025 are informed to note schedule given below

EXAM REGISTRATION	START DATE	END DATE
Without Late Fee	07-04-2025	16-04-2025
With late Fee Rs.100/-	17-04-2025	24-04-2025
With late Fee Rs.1000/-	25-04-2025	30-04-2025
With late Fee Rs.2000/-	01-05-2025	05-05-2025
With late Fee Rs.5000/-	06-05-2025	09-05-2025

**Important Note: Applications will not be accepted after 12-05-2025.**  
Detailed Time Table of Theory Exams will be notified in JNTUH Website  
([www.jntuh.ac.in](http://www.jntuh.ac.in))

**EXAMINATION FEE**

FOR EACH SUBJECT (THEORY/PRACTICAL)	Rs.400/-
INTERNAL MARKS IMPROVEMENT EXAM (CBT)	Rs.350/-

1. This Notification is meant for the students who studied in the constituent and affiliated colleges of JNTUH Hyderabad only.
2. This Notification is issued for the candidates who have completed their course duration as per the academic regulations, who could not complete for the award degree.
3. Applicants should enclose the photocopies of latest marks memo containing failed subjects along with syllabus copy without fail, if the backlog subject is not shown in the portal
4. The duly filled in applications should be handed over in the college office with necessary fee.
5. The Principals are requested to submit the completed physical applications to the Controller of Examinations Building, JNTUH, Hyderabad, if the online registration service is not available
6. Lab/ Project Viva examinations are to be conducted at the respective colleges during 30-06-2025 to 14-07-2025 and the Award Lists are to be sent to Controller of Examinations, JNTUH, Kukatpally, Hyderabad – 500085 so as to reach this office on or before 14-07-2025.

DATE: 03-04-2025



Sd/-  
DIRECTOR

Copy to:  
CE, All ACEs, Coordinator,  
All NODAL CENTERS, All UG/PG. affiliated and University  
colleges (through portal), DR (Exams),  
SDC Section, Concerned Seat Clerk

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B.Tech., M.E. (IISc), Ph.D.  
Senior Professor of Mechanical Engineering &  
DIRECTOR

Lr. No. DUEX/OLE/1437

Date: 03-04-2025

To  
The Principals,  
JNTUH affiliated and University colleges.

Sub: DUEX, JNTUH - CBT for Internal marks improvement followed by One-time chance examinations for students of All courses – Reg.

Ref: 1) Univ.Proc.344/2020 dated 29-05-2020.  
2) Note orders of Hon'ble VC dated 19-03-2025.

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In the ref. (1) cited above, the University has issued Orders to conduct a Computer-Based Test (CBT) or an equivalent exam to improve internal marks for the candidates who were admitted into non-autonomous colleges (Status of the college at the time of admission of the candidate) and who have completed their course work and duration but did not pass one or more subjects in the semester examinations due to very low or zero internal marks.

In complying with the above said orders, it is proposed to conduct CBT exams for improvement of internal marks for all eligible candidates. Further, it is also proposed to conduct one-time-chance semester-end exams for the candidates of all courses who completed their course work and duration the stipulated number of attempts to clear their backlog subjects as per the Academic Regulations applicable. These CBT exams and one time chance exams will be scheduled in the month of May/June-2025. The principals are informed to convey this information to all their former students who completed their course work and duration, but could not clear their backlogs.

The notification for the conduct of CBT exams (for internal improvement) as well as one-time-chance exams will be issued shortly along with the list of eligible candidates for writing CBT exams.

The detailed FAQs are provided as an annexure to this letter for better understanding the scope of the University orders. The cooperation of the Principals is highly solicited.

Thanking you

Yours Sincerely

Sd/-  
DIRECTOR

Encl: Copy of Univ. orders  
Copy to PA to VC, PA to Rector & PA to Registrar

Forward to HODs

## Frequently Asked Questions (FAQs)

1) Who is eligible to write the CBT exam for improvement of internal marks?

The students who secure internal marks less than the marks specified are only eligible to write the CBT exam for improvement of internal marks. These specified marks can be computed using the formula:  **$0.4 * Total-Marks - 0.35 * External-marks$**  in case of UG courses and  **$0.5 Total Marks - 0.4 External-marks$**  in case of PG courses.

2) After writing the CBT exam for internal marks improvement, is it necessary to write the (one-time chance) semester-end exam?

Yes. It is compulsory to register and write the (one-time chance) semester-end examinations after the CBT exam. The final marks will be calculated based on the scores from both the CBT and the semester-end examination of special supply exams.

3) Whether the students who write special CBT followed by one-time-chance exam are eligible for grace marks/credit exemption?

Yes, students who write the CBT exam followed by (one-time-chance) semester-end exam are eligible for grace marks as well as undertaking as per the academic regulations prevailing during the period study of their course work.

4) Are the previous internal marks will be deleted if the marks secured in the present CBT are less or registered for CBT but not appeared?

No, if the new marks are less than the old internal marks or registered but not attended CBT exam, the old internal marks will be retained, as it is an internal improvement examination.

5) One-time chance of CBT meant for only UG (B. Tech. and B. Pharm.) courses or for both UG and PG courses?

These examinations are primarily meant for all UG courses which are offered at JNTUH. The University permits for re-registration of specific courses and/or registration for internal marks improvement from the R09 regulations onwards. Therefore, the students of PG courses after R09 regulations are not eligible to register for CBT exams. However, if the academic regulations of specific PG course do not provide a provision for re-registration of subjects registration for improvement of internal marks, students of such courses are also eligible for the internal improvement exams.

6) Are the PG students who passed all the subjects but did not submit project works are eligible to register for project viva exams?

Yes, PG students are eligible to register for the project viva exam.

The list of all PG students who are eligible to apply for the projects viva-voce exam have been shared with principals of respective colleges (from the admitted year 2009 onwards). However, if any eligible student is not listed, they can register using the physical application form attached as an annexure to the main notification.

7) I am having backlog subjects, but the software application does not show the details when my hall ticket number is entered, What to do?

If any students are eligible but not shown in the list, such candidates can also register using the physical application form attached as an annexure to the main notification.

8) I am a PG student. I completed course work of first two semesters. But I did not complete comprehensive viva-voce exam or seminar in 3rd 4th semester. AM I eligible?

No. The comprehensive viva-voce and seminar are part of internal assessment. Hence, it is treated as part of course work. Such students are not eligible to appear for one-time chance exam (even double the duration plus two years term completed)

9) Is it possible to register for these examinations directly on the website?

No. The candidates have to consult the college either physically or over the phone/mail, where they studied their course, to complete the registration process along with the fee payment.

10) How to do the registrations for the exams if the college where the candidate studied was closed?

Most of the closed colleges have been attached to one or more affiliated colleges under JNTUH. The students should approach the attached college for registration of the CBT/one-time-chance exam. For further information, candidates can contact the University examination branch **at the student service section.**

11) Is it applicable for the students of the colleges which are now affiliated to JNTUK, JNTUA and JNAFAU?

No, these students are not eligible. Since data of these students has already been transferred to their respective Universities, they cannot be given eligibility to write the CBT exam and one-time chance exams of JNTUH.

