



**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

## SCHEDULE OF THE EVENTS

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

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**

**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

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

**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**

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

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

Hall Ticket No.:										
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College Code		
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	<b>JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY HYDERABAD</b> <b>KUKATPALLY, HYDERABAD – 500085, TELANGANA (INDIA).</b> <b>Application for Registration of _____ Spl. Supply. Exams May/June-2025.</b> <b>(Course)</b>												
	<p>(i) Enclose a photocopy of the marks memo containing backlog subjects for which you are registering  (ii) Enclose a photocopy of the syllabus of backlog subjects for which you are registering.  (iii) Candidate has to submit separate application for each semester examination.  (iv) Tick [✓] appropriate box of the regulation (OOR/OR/NR/RR/R05/R07/R09/R13/R15/R16/R17/R19) under which you are appearing</p>											<b>Affix recent Passport size photograph.</b>	
Branch	Regulations												
	OOR	OR	NR	RR	R05	R07	R09	R13	R15	R16	R17		R19
<b>Exam: _____</b> (enter the name of the examinations showing the photocopy of the marks memo, enclosed)													

Name (In Block Letters)	
Father's Name	
Address :	
Contact No.	

(Tick [✓] the appropriate box) Sex: Male  Female

Write the "Subject code" and "Subject Name" by referring to your Marks Memo containing the failed subject(s). Also, enclose a photo- copy of the marks memo.

Sl. No.	Subject Code	Subject Name	Sl. No.	Subject Code	Subject Name
1			5		
2			6		
3			7		
4			8		

**PRINCIPAL**

**CONTROLLER OF EXAMINATIONS**

## ANNEXURE

### INSTRUCTIONS FOR SUBMISSION OF LAB MARKS OF EXTERNAL EXAMINATIONS

- 1) The format for AWARD LIST (for Laboratory Examinations) is given and a sample copy is enclosed.
- 2) The AWARD LISTS for each laboratory examination must be prepared by the examiners, in DUPLICATE (carbon copy only).
- 3) Original copy of the AWARD LIST along with “Statement of attendance” should be handed over to the Chief Superintendent of examinations, in a sealed cover. This sealed cover is to be sent to Controller of Examinations, JNTUH, Kukatpally, Hyderabad-500085, by Registered Post.
- 4) Duplicate copy of the AWARD LIST along with photo-copy of “Statement of attendance” should also be handed over to the Chief Superintendent of examinations, in a sealed cover. This sealed cover is to be kept in the safe custody of the Principal.
- 5) The format for STATEMENT OF ATTENDANCE FOR LABORATORY EXAMINATIONS is Enclosed.
- 6) The following details should be written/printed on the sealed covers (It is advised to have 9” x 4” size envelopes with the following format printed on them)

Name of the College: _____ College Code: _____
Name of the Exam : _____ Regulations: _____ (Write OOR / OR / NR / RR / R05 / R07 / R09 / R13 / R16 / R17 / R19):
Name of Branch _____ Branch Code: _____
Name of Laboratory: _____
Date(s) of Lab Exam: _____
Signature of Examiner-1: _____
Signature of Examiner-2: _____

**Jawaharlal Nehru Technological University Hyderabad, Hyderabad-500 085**

Name of the Affiliated College	College Code
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**AWARD LIST (for Laboratory Exams.)**

**Name of Examination:** \_\_\_\_\_ (Spl.Supply) \_\_\_\_\_ **2025**

**Branch:** \_\_\_\_\_ **Regulations:** \_\_\_\_\_

**Name of Laboratory:** \_\_\_\_\_

**Date of Lab. Examination:** \_\_\_\_\_ **Maximum Marks:** \_\_\_\_\_

**Name of Examiner-1:** \_\_\_\_\_

**Name of Examiner-2:** \_\_\_\_\_

- Note:** (1) Please enter the marks in the serial order of the Hall Ticket Numbers of the students.  
(2) If there is a break in the serial order of the Hall Ticket Numbers, kindly draw a line.  
(3) The award list(s), in duplicate must be submitted to the Chief Superintendent of the Examinations along With "statement of attendance" in two sealed covers.

Sl. No.	Hall Ticket Number of The student	Marks in figures	Marks awarded (in words)	
			First digit	Second digit
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				

**Note:** Every correction must be with an initial by any one of the Examiners.

Total number of corrections (in words): \_\_\_\_\_ only.

Signature of Examiner-1

Signature of Examiner-2

**Jawaharlal Nehru Technological University Hyderabad, Hyderabad-500 085**

<b>Name of the Affiliated College</b>	<b>College Code</b>
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**STATEMENT OF ATTENDANCE FOR LABORATORY EXAMINATIONS**

**Name of Exam:** \_\_\_\_\_ **Regulations:** \_\_\_\_\_

**Branch:** \_\_\_\_\_ **Branch Code:** \_\_\_\_\_

**Name of Laboratory:** \_\_\_\_\_

**Date(s) of Exam:** \_\_\_\_\_

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**Hall Ticket Numbers of candidates registered:**

**No. registered:**

**No. absent:**

**No. present:**

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**\*Absentees are rounded in RED ink**

**SIGNATURE OF EXAMINER-1**

**SIGNATURE OF EXAMINER-2**

**SIGNATURE OF  
HEAD OF DEPARTMENT**

**SIGNATURE OF  
CHIEF SUPERINTENDENT**

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