



JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY ANANTAPUR
ADMINISTRATIVE BUILDING, ANANTHAPURAMU 515002
EXAMINATIONS BRANCH

Prof. E.Keshava Reddy
Director of Evaluation

Lr. No. DE / JNTUA/ ATP/ MBA I & II semester Regular & Supplementary Examinations / August 2021
/Instructions dt. 30.07.2021

To
The Principals
All colleges offering MBA program under JNTU Anantapur

Sir/Madam,

You are requested,

1. To upload internal marks of MBA I semester Regular students (AY 2020-21) to examinations portal 'JNTUA EMS' on or before 05:30 PM of 07.08.2021 (Saturday). Internal marks uploaded after 05:30 PM of 07th August 2021 will not be considered. Hard copy of the same duly signed and stamped by the college principal on each sheet should reach Dr. K.F.Bharati, Associate Professor of Computer Science & Engineering and Additional Controller of Examinations, University Examinations Building, Oppt. Govt. Polytechnic College, JNTUANantapur, Ananthapuramu - 515002 (A.P) on or before 13.08.2021 (Friday) by registered/speed post. Please superscribe the cover containing the hard copy of internal marks as MBA/I sem Reg /IM/Aug 2021 Exams/<College Code>.
2. To conduct regular & supplementary laboratory examinations from 03.08.2021 to 07.08.2021 and send the award lists in sealed covers to the address mentioned above on or before 13.08.2021 (Friday) without fail by registered/speed post. The cover may be superscribed as MBA/<sem>/Reg & Supple/Aug 2021/Lab Award Lists/<College Code>
3. You are requested to finalize the attendance particulars of the students for regular examinations and to upload the detained list to the examinations portal 'JNTUA EMS' on or before 05:30 PM of 02.08.2021 (Monday) without fail.
4. To note that schedule for submission of online receipts/challan for verification, if any at Head Quarters on 04.08.2021 (Wednesday).
5. To submit the following at the time of verification along with Online receipts/Challans without which verification process will not undertaken
 - (a) Detained List signed by the college principal.
 - (b) Condoned List signed by the college principal along with Online receipts/Challan towards condonation fee.
 - (c) College Academic Committee (CAC) resolution approving detained and condonation Lists.
 - (d) Copy of Clearance Certificate.
 - (e) Copy of UCS Fee Receipts.
7. To note that hall tickets will be generated only for eligible students who have paid the UCS fee, for whom clearance has been given by the University and whose examinations fee has been received. For these candidates hall tickets will be available in the JNTUA EMS portal on 05.08.2021 (Thursday) for download.

Yours faithfully,

Director of Evaluation

Copy to
The Controller of Examinations.
The Additional Controller of Examinations.
File.