

NOTE FOR PHYSICALLY CHALLENGED

In case of physically challenged person / students special facilities are extended by the COE at his discretion

1. Additional 30minutes time is allowed. In case of writing inability (particularly blind/ disability in hand etc.) and a writer can be engaged. Physically challenged students have to produce I-Card from State Social Welfare Board. The writer must be pursuing a lower course (for example B.A. candidates are to engage a writer, who is a student at +2 or for M.A. one who is a student of +3), in a recognized college under CHSE/University etc. it is the responsibility of the candidate to identify a writer and apply to the COE, Utkal University for approval at the center through the Director, DDCE. The application must be submitted at least a fortnight before the commencement of examination with the photocopy of physically disabled certificate issued by CDMO. Without prior approval no writer will be allowed. In rare of rarest cases COE may give permission to an alternate writer.
2. The candidate is to carry the original physically disabled certificate during the examination and has to produce if asked by the Centre Superintendent.
3. In case of Blind Candidates separate seats will be arranged both for the scribe and the examinee. The Scribe is not allowed to take any material inside the exam hall.

CERTIFICATION

The University Registration Number is issued by the DDCE on behalf of the Controller of Examinations, Utkal University. Students passing out the qualifying examination from Boards other than C.H.S.E., Orissa and OSTEC are required to submit Migration Certificate along with the application form. Migration Certificate is issued by the Controller of Examinations, Utkal University on payment of prescribed fees and the application form are to be deposited for obtaining the same.

Provisional Certificates and Mark Sheets are issued by the Controller of Examinations. After publication of result, DDCE would dispatch these along with the C.L.C. by registered post to the concerned student. Issuance of C.L.C, is always subject to clearance of all dues. Original Degrees/ Diplomas are issued by the Controller of Examinations. One may download mark sheet from our website.

Students discontinuing before completion of any course are to apply for C.L.C. in prescribed forms, to the DDCE.

DUPLICATE REGISTRATION NO., CLC & IDENTITY CARD

For duplicate Registration Number a candidate is to pay Rs.150/-. For duplicate CLC an affidavit before a first class magistrate/ Self Declaration is required and a fee of Rs.200/- is to be paid.

Identity Card will be issued to the student on completion of admission process. Duplicate Identity Card will be issued on payment of Rs.50/- .If a student applies for CLC after 5 Years from the normal duration of the course he/she has to deposit Rs.500/- and produce an affidavit with all relevant information/declaration.

TRANSCRIPT

Those seeking employment and admission outside India may require transcripts. They have to apply to the Controller of Examinations, Utkal University, Vani Vihar, Bhubaneswar - 751004. A fees of Rs 250(subject to change) is payable to the Comptroller of Finance Utkal University through Bank challan at State Bank of India, Utkal University, Vani Vihar, Bhubaneswar. There are no 'online' arrangements. Students are advised to contact the office of Controller of Examination either personally or through their contacts at Bhubaneswar.

MIGRATION

Those who have received online Registration Number i.e. since 2011 admission Batch can receive their migration from Director, DDCE, Utkal University. Those who had joined as fresh students of Utkal University since 1997 can also receive their migration certificate from Director DDCE. All are required to E-Mail their application to director@ddceutkal.ac.in. DDCE would guide them. Only e-applications shall be processed. They would be required to surrender their registration number and pay requisite fees.

YOGA SHIBIR FOR THE STUDENTS

