



**Annexure - 1: Instruction to the Candidates**

Candidates are required to read the following Instructions carefully before filling the Examination Application Form

1. November 2023 Examinations will be conducted only through **OFFLINE MODE** and there is no change in the Question Paper Pattern of Examinations.
2. Examination Schedule and Time-Table is available in the University website and in the notice board of the Affiliated Law Colleges.
3. Examinations are conducted for the candidates of 5 year and 3 year Law Degree Courses as detailed below:

**FOR 3 YEAR LAW DEGREE COURSE:**

- (i) For the candidates admitted during the academic year from 2023 - 2024 (First year students of this academic year) :
  - As the admission is in process, the 1<sup>st</sup> (ODD) Semester examination may be conducted along with the 2<sup>nd</sup> (EVEN) Semester examination to be held during May, 2024.
- (ii) For the candidates admitted to the academic years from 2021 - 2022 to 2022 - 2023 :
  - All current ODD semester and their arrear examinations shall be conducted.
- (iii) For the candidates admitted to the academic year from 2019 - 2020 to 2020 - 2021:
  - Permitted to write their arrear examinations.
- (iv) For the candidates admitted prior to the academic year 2019 - 2020:
  - Not permitted to write the examinations - As per UGC Guidelines of Uniform Span Period (N+2) rules and adopted by the Syndicate in its 158<sup>th</sup> Meeting held on 31.10.2018.

**FOR 5 YEAR LAW DEGREE COURSE:**

- (v) For the candidates admitted during the academic year from 2023 - 2024 (First year students of this academic year) :
    - As the admission is in process, the 1<sup>st</sup> (ODD) Semester examination may be conducted along with the 2<sup>nd</sup> (EVEN) Semester examination to be held during May, 2024.
  - (vi) For the candidates admitted to the academic years from 2019 - 2020 to 2022 - 2023 :
    - All current ODD semester and their arrear examinations shall be conducted.
  - (vii) For the candidates admitted to the academic year from 2017 - 2018 to 2018 - 2019:
    - Permitted to write their arrear examinations.
  - (viii) For the candidates admitted prior to the academic year 2017 - 2018:
    - Not permitted to write the examinations - As per UGC Guidelines of Uniform Span Period (N+2) rules and adopted by the Syndicate in its 158<sup>th</sup> Meeting held on 31.10.2018.
4. Candidates shall apply for the examination only through **online mode by visiting the University website: [www.tndalu.ac.in](http://www.tndalu.ac.in)** and fill the application form, pay the required fees and submit the exam application form.
  5. **Applications submitted through any other mode shall not be accepted.**
  6. In the **online Exam Application form**,
    - a. In **Student Particulars section**, candidates are required to update the necessary details viz. Mobile No., Email-Id, Address for communication, Scanned Passport size photo [File size: Max. 1 Mb], Aadhar No. (supported with proof of document) etc.,
    - b. In **Subject Particulars Section**, the candidate's current semester papers and arrear papers in both Internal and External will be displayed, wherein the current semester papers will be compulsorily auto registered and their arrear papers can be selected on choice.
    - c. In **Fees Particulars section**, the required fees to be paid will be calculated based on the number of subjects enrolled + other applicable fees.
    - d. In **Exam Application Review section**, all details filled in by the candidate will be shown for confirmation / editing.
    - e. On confirmation, **candidates shall pay the required fees through the online payment gateway.**
  7. **Candidates are required to verify the details before submitting. No further corrections will be allowed.**
  8. **Visually Challenged Candidates:** Visually Challenged candidates are exempted from payment of examination fees. However they should pay the fees for Statement of marks and application cost.
  9. The fees once paid, will in no circumstances be refunded or held over for the subsequent examinations.
  10. Copy of the filled-in Exam Application form will be forwarded to candidate's registered Email-Id or it can be downloaded from the University website.
  11. **NON-COMPLIANCE OF THE ABOVE INSTRUCTIONS, THE CANDIDATURE FOR THE EXAMINATION WILL BE REJECTED.**