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JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY KAKINADA
KAKINADA-533003, ANDHRA PRADESH (INDIA)
(ESTABLISHED BY ANDHRA PRADESH ACT NO. 30 OF 2008)

Lr.No. E/JNTUK/Remuneration Rates/2025/e-Office No. 2987325

Date:02.01.2026

Dr. R. Srinivasa Rao,
M.E., Ph.D.,
REGISTRAR.

To
The Director of Evaluation,
Examination Centre,
JNTUK, Kakinada.



Madam,

Sub: JNTUK – Estt. - University Examination Centre – Revision of Remuneration Rates for Examination Related Activities – Reg.

Ref: Univ. Proc. No. E/JNTUK/Remuneration Rates/UEC/2025, Dated.19.12.2025.

In continuation of this office proceedings, the approved Revised rates of remunerations for examination related activities, duly signed by the Registrar, are herewith enclosed for information and necessary action.

The Revised rates will come into force w.e.f. 01.01.2026

Encl: As above

Yours faithfully,

REGISTRAR

To
Copy to the Controller of Examinations, JNTUK.
Copy to the Secretary to Hon'ble Vice-Chancellor, JNTUK Kakinada.
Copy to the PA to Rector, JNTUK Kakinada.
Copy to PA to Registrar, JNTUK Kakinada.
Copy to JR/ARs/Supdt., JNTUK Kakinada.

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JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY KAKINADA

ANNEXURE to JNTUK Proc.No.E/JNTUK/Remuneration Rates/UEC/2025, Date.19.12.2025.

Enhancement of Fee Structure:

Courses	Exams (Reg& Supply)	Present			Revised		
		Amount to be collected from the Candidate	Retained by College per Candidate	To be Paid to Universit y	Amount to be collected from the Candida te	Retained by College per Candidate	To be Paid to Universit y
I, II, III, & IV B.Tech	Regular	Whole exam Rs.770/-	210/-	560/-	Whole exam Rs.950/-	225/-	725/-
	Supplementa ry	1 Subject 265/-	125/-	140/-	300/-	150/-	150/-
		2 Subjects 390/-		265/-	500/-		350/-
		3 Subjects 515/-		390/-	750/-	225/-	525/-
		4 and above Subjects 770/-		645/-	950/-		725/-
I, II, III, & IV B.Pharmacy	Regular	Whole exam Rs.770/-	250/-	520/-	Whole exam Rs.950/-	250/-	700/-
	Supplementa ry	1 Subject 265/-	160/-	105/-	300/-	180/-	120/-
		2 Subjects 390/-		230/-	500/-		320/-
		3 Subjects 515/-	250/-	265/-	750/-	250/-	500/-
		4 and above Subjects 770/-		520/-	950/-		700/-
MBA, MCA & M.Tech M.Pharmac y	Regular	Whole exam Rs.950/-	280/-	670/-	Whole exam Rs.1200/ -	325/-	875/-
	Supplementa ry	1 Subject 265/-	95/-	170/-	300/-	120/-	180/-
		2 Subjects 515/-	155/-	360/-	600/-	180/-	420/-
		3 Subjects 770/-	220/-	550/-	900/-	250/-	650/-
		4 and above Subjects 950/-	280/-	670/-	Rs.1200/ -	325/-	875/-

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ANNEXURE to JNTUK Proc.No.E/JNTUK/Remuneration Rates/UEC/2025, Date.19.12.2025.

M.Tech M.Pharmacy Project Viva Voce Exams	Regular	3500/-	2500/- this amount remuneration to external, internal & Head of the Dept and TA & DA of External	1000/-	5000/-	3500/- this amount remuneration to external, internal & Head of the Dept and TA & DA of External	1500/-
	Supplementary	3500/-	2500/- Remuneration to External, internal & Head of the Dept and TA & DA of External	1000/-	5000/-	3500/-	1500/-
MBA & MCA Project Viva Voce Exams	Regular	3500/-	2500/- this amount remuneration to external, internal & Head of the Dept and TA & DA of External	1000/-	5000/-	3500/- this amount remuneration to external, internal & Head of the Dept and TA & DA of External	1500/-
	Supplementary	3500/-	2500/- Remuneration to External, internal & Head of the Dept and TA & DA of External	1000/-	5000/-	3500/- Remuneration to External, internal & Head of the Dept and TA & DA of External	1500/-
Pre Ph.D exam fee		1,000/- per paper			1,500/- per paper		

Note : For all Regulations of B.Tech, M.Tech, MCA & MBA,BBA,BCA Regular students who have secured above 65% and below 75% attendance have to pay the condonation fees @500/- per candidate to the University.

For B.Pharmacy & M.Pharmacy students 80% attendance is mandatory as per PCI and not eligible for any condonation.

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JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY KAKINADA

ANNEXURE to JNTUK Proc.No.E/JNTUK/Remuneration Rates/UEC/2025, Date.19.12.2025

Citizen Charter

The following is the citizen charter for various services as per the details given, recommended by the committee.

S.No	Certificate/Service		Fee amount Rs/-	Revised Rs/-	Max. Time of Delivery by post	Remarks
1	PC-Regular		200/-	500/-	24 working days	From date of Receipt of application
2	PC-Tatkal		3000/-	3000/-	1 working Day	On the day of applying
3	Migration Certificate		200/-	500/-	6 working days	From the date of applying
4	Original Degree	(Pre Convocation)	3500/-	4500/- (3000/-+1500/-)	12 working days	From the date of uploading all the required certificates
		XIII Convocation onwards		3000/-		
		(Post Convocation)	2000/- + 500 x No of Years delayed	3000/-+ 500 x No of Years delayed		
		Tatkal	2000/- + 500 x No of Years delayed+ 1500/- (Due to Tatkal)	3000/-+ 500 x No of Years delayed+ 1500/- (Due to Tatkal)	1 working Day	On the day of applying
5	PC-Name Correction		50/-	500/-	12 working days	From the date of submission /uploading applications
6	Both PC & CMM Name Correction		100/-	500/-	12 working days	From the date of submission /uploading applications
7	Migration – Name Correction		100/-	500/-	12 working days	From the date of submission /uploading applications
8	OD - Name Correction		500/-	1000/-	12 working days	From the date of submission /uploading applications
9	Marks memos Name Correction		50/- per memo	500/- per memo	24 working days	From the date of submission /uploading applications
10	Duplicate Memos/Certificates		200/- per memo	500/- per memo	21 working days	From the date of submission /uploading applications
11	Duplicate PC		250/-	500/-	6 working days	From the date of submission /uploading applications
	2 nd Duplicate PC onwards		---	750/-		

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ANNEXURE to JNTUK Proc.No.E/JNTUK/Remuneration Rates/UEC/2025, Date.19.12.2025.

12	Duplicate CMM	250/-	500/-	6 working days	From the date of submission /uploading applications
	2 nd Duplicate CMM onwards	---	750/-		
13	Duplicate OD	5500/-	7500/-	12 working days	From the date of submission /uploading applications
	2 nd Duplicate OD onwards	---	10,000/-		
14	Adjustment of Marks (Spl Grace)	---	---	48 working days	From the date of submission /uploading applications
15	Class/Grade Change (Grace Marks)	---	---	12 working days	From the date of submission /uploading applications
16	Any Discrepancy	---	---	18 working days	From the date of submission /uploading applications
17	Medium Of Instruction	200/-	500/-	1 working Day	From the date of submission /uploading applications
18	Percentage or CGPA Certificate	---	500/-	1 working Day	From the date of submission /uploading applications
19	Recounting Fee	100/-	500/-		
20	Revaluation fee	1000/-	1500/-		
21	Challenge Valuation fee	10,000/-	12,000/-		
22	Genuinity Verification or WES fee (Domestic Verification)	1000/-	3000/-		
23	Genuinity Verification or WES fee (Foreign verification)	2000/- +1500/- Postal charges	4000/- +2500/- Postal charges		
24	Autonomous PC &CMM Verification	200/- per candidate	500/- per candidate		
25	PC&CMM Generation for Autonomous Institutions	---	500/- per candidate		

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JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY KAKINADA

ANNEXURE to JNTUK Proc.No.E/JNTUK/Remuneration Rates/UEC/2025, Date.19.12.2025.

A. For all UG Courses (B.Tech, B.Pharm, BBA, B.Arch, Pharma-D etc.,			
S.N o.	Activity	Existing Rates in Rs.	Revised Rates in Rs.
1	Question Paper Setting per One Set for which time is allowed is 3 to 4 hrs	1000/-	1,200/-
2	Moderation per One Set (Question Paper Moderation)	200/-+100/- per each full question (added)	200/-+100/-per each question (added)
3	Detailed Scheme of Valuation per One Set	400/-	600/-
4	Valuation of Scripts	18/- per Script (Min 200/-)	25/- per Script (Min 250/-)
5	Re valuation by Challenge for Each Examiner	500/- per script	600/- per script
6	Conduct of Project Viva Voce per Examiner (for three examiners – Internal, External & HOD)	30/- per candidate (Min 300/-)	40/- per candidate (Min 500/-)
7	Mini Project Evaluation per examiner (For two Examiners – one External & one Internal)	20/- per candidate (Min 200/-)	30/- per candidate (Min 300/-)
8	Bit Bank (Multiple choice Questions)	25/- per each question	30/- per each question
9	Moderation of Bit Bank	1000/- per Subject per Mid + 25/- per each question/Bit added	1200/- per Subject per Mid + 30/- per each question/Bit added
B. For all PG Courses (MBA, MCA, M. Tech, M. Pharm, MAM, IMBA etc.,)			
S.N o.	Activity	Existing Rates in Rs.	Revised Rates in Rs.
1	Question Paper Setting per One Set for which time is allowed is 3 to 4 hrs	1200/-	1,500/-
2	Moderation per One Set	300/- + 150/- per each full question (added)	300/- + 150/- per each full question (added)
3	Detailed Scheme of Valuation per One Set	500/-	600/-
4	Valuation of Scripts	25/- per Script (Min 250/-)	30/- per Script (Min 300/-)
5	Revaluation by Challenge for Each Examiner	500/- per script	600/- per script
6	Conduct of Project Viva Voce per Examiner for two examiners (Internal/Guide & External)	750/- per candidate	900/- per candidate
7	Thesis Evaluation (one External Examiner)	750/- per candidate	900/- per candidate
8	Conducting & Coordinating Viva Voce Examination (HOD)	300/- per candidate	400/- per candidate

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ANNEXURE to JNTUK Proc.No.E/JNTUK/Remuneration Rates/UEC/2025, Date.19.12.2025.

C. For Ph. D Program			
S.No.	Activity	Existing Rates in Rs	Revised Rates in Rs
1	Thesis Evaluation	5000/- per each examiner	8,000/- per each examiner
2	Viva Voce examination for External Examiner	3000/-	4,000/-
3	Viva Voce examination per candidate (for Supervisors & HOD)	3000/- for Supervisor (1500/- for Supervisor & 1500/- for Co-supervisor; if Co-supervisor exists) 500/- for HOD	4,000/- for Supervisor (2000/- for Supervisor & 2000/- for Co-supervisor; if Co-supervisor exists) 750/- for HOD
4	Pre-Talk (for each DRC member)	750/- per candidate	800/- per candidate
5	RRMs (for Each DRC member)	1500/- per session (Max. Of 7 Candidates)	1,500/- per session (Max. Of 7 Candidates)
6	Honorarium to Supervisor per candidate	7000/- (3500/- for Supervisor 3500/- for Co-Supervisor; if Co-supervisor exists)	10,000/-(5000/- for Supervisor 5000/- for Co-Supervisor; if Co-supervisor exists)
7	QP setting (Pre Ph.D.)	1200/- per set	1,500/- per set
8	Moderation	---	400/- per set
9	Scheme of Valuation for each valuation	500/- per set	600/- per set
10	Valuation of Answer scripts	25/- per Script (Min 250/-)	40/- per Script (Min 400/-)

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ANNEXURE to JNTUK Proc.No.E/JNTUK/Remuneration Rates/UEC/2025, Date.19.12.2025.

D. For Conduct of Examinations			
S.No.	Activity	Existing Rates in Rs	Revised Rates in Rs.
1	Chief Superintendent per Session	300/-	500/- (UG/PG) 600/- (Pre-Ph.D)/Spl.Suppl e
2	Observer for conducting theory examinations	500/-	600/-
3	Invigilator per session (One invigilator for every 20 candidates)	100/-	125/- (UG/PG) 400/- (Pre-Ph.D) /Spl.Supple
4	Confidential Invigilator per Session (Only One)	100/-	125/- (UG/PG) 400/- (Pre-Ph.D) /Spl.Supple
5	Ministerial Staff: ONE per Session for every 100 candidates	75/-	100/- (UG/PG) 125/- (Pre-Ph.D) /Spl.Supple
6	Peon: ONE per Session for every 100 candidates	50/-	100/-
7	Water Boys: ONE per Session for every 50 candidates	50/-	100/-
8	Seating arrangement per Session	75/-(to be distributed among staff involved by the Chief Superintendent)	125/- (to be distributed among staff involved by the Chief Superintendent)
E. For Conducting LAB Examinations			
S.No.	Activity	Existing Rates in Rs.	Revised Rates in Rs.
1	For Conducting practical Exam (Inclusive of paper setting per examiner (for two examiners) for UG	(18/- per Script Min 200/-)	25/- per Script Min 200/-)
2	For Conducting practical Exam (Inclusive of paper setting per examiner (for two examiners) for PG	(25/- per Script Min 250/-)	32/- per Script Min 250/-)
3	Skilled Assistant (Teaching Staff)	100/- per batch of 10	125/- per batch of 10
4	Instructor/Foreman/Mechanic	70/- per batch of 10	100/- per batch of 10
5	Store Keeper/Typist	55/- per batch of 10	75/- per batch of 10
6	Attender/Skilled Workman/Peon/Cleaner	35/- per batch of 10	50/- per batch of 10
7	In case of Workshop of first year B.Tech	500/- per batch (to be shared by workshop staff)	750/- per batch (to be shared by workshop staff)

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ANNEXURE to JNTUK Proc.No.E/JNTUK/Remuneration Rates/UEC/2025, Date.19.12.2025.

F. For Spot Valuation			
S.N o.	Activity	Existing Rates in Rs	Revised Rates in Rs.
1	Coordinator	2000/- (for each Year/Semester exam)	2,500/-(for each Year/Semester exam)
2	Assistant Coordinator (Two assistant coordinators may be appointed for regular examinations)	1500/- (for each Year/Semester exam)	2,000/-(for each Year/Semester exam)
3	Administrative Assistance (to be distributed among the non-teaching staff involved)	1500/- (for each Year/Semester exam)	2,000/-(for each Year/Semester exam)
4	Chief Examiner If the no. of answer scripts of a particular subject is more than 1000 in each set (Guiding examiners in completing valuation work and checking for uniformity in the valuation)	(Total no. of scripts – No. of scripts Re-valued) * 3 + Remuneration of 10% of scripts Re-valued.	(Total no. of scripts – No. of scripts Re-valued) * 3 + Remuneration of 10% of scripts Re-valued.
5	Scrutiny of answer scripts	1.50 per answer script	Rs.2.00/- per answer script
6	Tearing of Part-II of OMR Sheet	0.50 per answer script	0.75/- Ps. per answer script
7	Tea & Snacks (rounded to next ten rupees)	0.25 per answer script	0.30/- Ps. per answer script
8	Picking and dispatching of valued answer scripts to the Exam branch of JNTUK for Recounting / Revaluation / Revaluation by Challenge	0.50/- per script (to be shared by the staff involved in picking answer scripts)	0.75/- Ps. per script (to be shared by the staff involved in picking answer scripts)
G. For Staff of Examination Branch (Head Quarters Staff)			
Activity		Existing Rates in Rs.	Revised Rates in Rs.
Special Observer / Flying Squads		1500/- per session (Min. 3 Colleges to be visited)	1,800/- per session (Min. 3 Colleges to be visited).600/- (per session if no. of Colleges visited is only one)
Malpractice Committee		1000/- per each candidate/per subject/per Regulation/ irrespective of number of scripts	1,200/- per each candidate/per subject/ per Regulation/ irrespective of number of scripts

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