

FORM OF APPLICATION TO ACT AS UNIVERSITY REPRESENTATIVE. FOR THE ENSUING DISTANCE & ONLINE EDUCATION EXAMINATIONS TO BE HELD IN DECEMBER 2025.

|                   |                                                                        |                            |                             |                          |
|-------------------|------------------------------------------------------------------------|----------------------------|-----------------------------|--------------------------|
| TOKEN No.         |                                                                        |                            |                             |                          |
| 1.                | Name                                                                   |                            |                             |                          |
| 2.                | Designation & Department                                               |                            |                             |                          |
| 3.                | Residential Address,<br>Cell No. & Phone No.<br><br>Email id.          |                            |                             |                          |
| 4.                | Total University Service as on date (In teaching)                      | <input type="text"/> Years | <input type="text"/> Months |                          |
| 5.                | Languages known                                                        | Read                       | Write                       | Speak                    |
|                   | 1. Tamil                                                               | <input type="checkbox"/>   | <input type="checkbox"/>    | <input type="checkbox"/> |
|                   | 2. English                                                             | <input type="checkbox"/>   | <input type="checkbox"/>    | <input type="checkbox"/> |
|                   | 3. Telugu                                                              | <input type="checkbox"/>   | <input type="checkbox"/>    | <input type="checkbox"/> |
|                   | 4. Kannada                                                             | <input type="checkbox"/>   | <input type="checkbox"/>    | <input type="checkbox"/> |
|                   | 5. Hindi                                                               | <input type="checkbox"/>   | <input type="checkbox"/>    | <input type="checkbox"/> |
|                   | 6. Malayalam                                                           | <input type="checkbox"/>   | <input type="checkbox"/>    | <input type="checkbox"/> |
| 6.                | Native State                                                           |                            |                             |                          |
| 7.                | Choice of place (Select any three as per the Notice for December 2025) |                            |                             |                          |
| Centre (Location) |                                                                        | Venue Code No.             |                             |                          |
| i.                |                                                                        |                            |                             |                          |
| ii.               |                                                                        |                            |                             |                          |
| iii.              |                                                                        |                            |                             |                          |

Undertaking

I .....Assistant Professor / Associate Professor / Professor, Department of..... is willing to serve as University Representative (UR) for the ensuing Distance & Online Education Examinations to be held from 26-12-2025 onwards at any of the centres as the choice given by me (or) the centres allotted by authorities and handover the used, unused answer booklets at the time of submitting the bills by the centre.

SIGNATURE

Recommended and forwarded to the Controller of Examinations with specific remarks about the applicant.

.....  
.....

Head of the Department Signature: .....

Department Seal:

**NOTICE**

Sub: Distance & Online Education Examinations,  
December, 2025 - Date and Centres – Notified – reg.

Ref: Orders of the Vice-Chancellor Convener Committee  
dated: 23.10.2025.

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The Distance & Online Education Examinations for the academic year 2025 -2026 will be conducted from 26<sup>th</sup> December 2025 in Tamil Nadu at the following centres:

| Centre Code      | CENTRES               |
|------------------|-----------------------|
| <b>TAMILNADU</b> |                       |
| <b>001</b>       | <b>ANNAMALAINAGAR</b> |
| <b>002</b>       | <b>CUDDALORE</b>      |
| <b>003</b>       | <b>KALLAKURICHI</b>   |
| <b>004</b>       | <b>MAYILADUTHURAI</b> |
| <b>005</b>       | <b>TINDIVANAM</b>     |
| <b>006</b>       | <b>VILLUPURAM</b>     |

The Examination Online Registration details, Time-Table and Instructions to the candidates are available in the University website

**[www.annamalaiuniversity.ac.in](http://www.annamalaiuniversity.ac.in)**

Students are requested to register online examination application by using the following weblink:

**[https://annamalaiuniversity.ac.in/aucoe/cdoe\\_fee.php](https://annamalaiuniversity.ac.in/aucoe/cdoe_fee.php)**

**No need to send hard copy of the application.**

**APPLICATION ALONG WITH DEMAND DRAFT WILL NOT BE ACCEPTED  
UNDER ANY CIRCUMSTANCE.**

**CANDIDATES WILL NOT BE PERMITTED TO WRITE THE EXAMINATION  
WITHOUT HALL TICKET.**

The Distance Education Bureau (DEB) has made it mandatory to conduct the December-2025 Distance and Online Education Examinations only in the four Districts (i.e) Cuddalore, Kallakurichi, Villupuram, Mayiladuthurai of Tamilnadu.

  
**Dr.R.S. Kumar, Ph.D.**  
Controller of Examinations

To  
The General Notice Board,  
Copy to the Director, DDE, A.U.  
Copy to the P.A. to Registrar  
Copy to the P.S. to Vice-Chancellor.