

**DIPLOMA IN COMPUTER APPLICATION (SOFTWARE) SUPPLEMENTARY  
EXAMINATION APRIL 2024 NOTIFICATION**

No.B5/334/2024

18/03/2024

Subject - DCA(S) Supplementary Examinations April 2024

It is hereby notified that the DCA(S) Supplementary Examination will commence during the month of **May 2024**

**1. Registration of Supplementary Examination will be started on 01/04/2024**

Specify the register number and subjects to which the candidate wishes to appear for theory/practical examination.

**2. Rate of Examination fee**

Fee for supplementary Examination	<b>Rs 150/- per paper (Maximum Rs. 500/-)</b>
Fee for revaluation of answer paper	<b>Rs 200/- per paper</b>

**Last Dates of submission of Application /Remittance of fees**

**Remittance of fee without fine: - 12/04/2024**

**Remittance of fee with fine of 5/- per day: - 20/04/2024**

Application form for examination registration is available in all LBS Centres. All the candidates are requested to use this application form to register for the examination. All entries made by the candidate in the application form are to be carefully verified by themselves. After filling the application form it is to be submitted to the institution concerned with original receipt for the fee remitted. The Controlling Officer's of the institution where the candidate had undergone the course will scrutinize the applications and certify that the entries made by the candidates are correct and agree with the records of the Institution.

3. The Controlling Officer's of the institutions are requested to collect the filled up application form from the candidates. **The original application obtained from the candidate need not be sent to this office.** However this shall be retained one year for further verification if necessary at this office.
4. The Centre head should verify the application for the acceptance of the Application before the date specified. The Centre head should forward the **list of registered candidates ONLY** to the following email address in **MS EXCEL** format on or before **20/04/2024. [exams.lbs@kerala.gov.in](mailto:exams.lbs@kerala.gov.in)**
5. Candidates should preserve the admission tickets until they receive certificates of pass. No candidate will be allowed to sit for the examination without admission ticket on any day of examination.
6. Practical Examinations will be conducted as per the convenience of the same Centres.
7. Request for revaluation of answer paper should be submitted within 10 days after the publication of result.
8. Mark list and certificate will be issued to the candidates through the concerned Head of Institution.

  
Dr. M. Abdul Rahiman  
DIRECTOR



**LBS CENTRE FOR SCIENCE & TECHNOLOGY  
THIRUVANANTHAPURAM**

No.B5/334/2024


18/03/2024

**DCA(S) SUPPLEMENTARY EXAMINATION - APRIL 2024**

**TIME TABLE**

DATE	TIME	CODE	SUBJECT
13/05/2024	1.30pm - 3.30pm	DC 01	INFORMATICS
14/05/2024	1.30pm - 2.30pm	DC 02	MS OFFICE AND INTERNET
	3.30pm - 4.30pm	DC 03	LINUX AND OPEN OFFICE
15/05/2024	1.30pm - 2.30pm	DC 04	PC TECHNIQUES
	3.30pm - 4.30pm	DC 05	MALAYALAM COMPUTING

NB: Standard time will be followed. The time table will be strictly followed as published. Even though after the publication of it, if any holiday is declared, the examination will not be stopped/postponed under any circumstances without receipt of official information from the Office of the Director of LBS Centre for Science & Technology, Thiruvananthapuram.

  
Dr. M. Abdul Rahiman  
DIRECTOR