



DHANAMANJURI
UNIVERSITY

**DHANAMANJURI UNIVERSITY
MANIPUR**

NOTIFICATION

Imphal, the 1st September, 2025

No. 2/9/2025-DMU/Adm/PG(2025-26)/725: It is hereby notified for information of all the concerned that the remuneration for staff engaged/payment for the items procured in connection with the recently concluded PG Entrance Tests has been fixed as hereunder:

**Rate and the Format for Remuneration Bill to be submitted by the Departments
for conducting PG Entrance Test 2025-26**

Sl. No.	Particulars	Rate in Rs.
1	Initial form verification	@Rs. 400 per day/head
2	Question setting	Rs. 2000/-
3	Question moderation	@Rs. 500 per head
4	Proof reading	Rs. 500/-
5	Printing, binding and packing of Question Booklets	@Rs. 10 per booklet
6	Supervising Invigilator (if students are more than 50)	Rs. 1000/-
7	Invigilator (per 25 students)	@Rs. 500/-
8	Evaluation of answer scripts	@Rs. 10 per script
9	Scrutiny	@Rs. 3 per script
10	Interview	@Rs. 500 per head/day
11	Counselling (Max 4 teachers)	@Rs. 500 per head/day
12	Preparation of Result and Selection	Rs. 1000/-
13	Stationery Items	Rs. 2000 - 5000/-
14	Refreshments and contingency	Rs. 4000 - 6000/- (@Rs. 80 per head)
15	Exam in charge	Rs. 3000/-

N.B. the total expenditure should not be more than 75% of the total fees collected from the applicants by each department/subject.

This issues with the approval of the competent authority.

(Dr. R.K. Joteen Singh)

Registrar

Dhanamanjuri University

Copy to:

- 1) P.S. to the Hon'ble Vice-Chancellor, DMU.
- 2) All Academic Deans, DMU.
- 3) P.A. to the Finance Officer, DMU.
- 4) P.A. to the Controller of Examinations, DMU.
- 5) All HODs (PG), DMU.
- 6) Webmaster(i/c), DMU - with a request to upload the admission notice on the University website.
- 7) Relevant File.