



Ref: YCCE /CoE/2017-18/1032

Date: 04/09/2017

## URGENT NOTICE

**Sub : Submission of End Semester Examination Form for III Sem. M. TECH. (Regular) for ODD term of Academic Session 2017-18.**

The regular students who desire to take the End Semester Examination of M. TECH. programmes of ODD term of Academic Session 2017-18 scheduled in OCT-NOV 2017 should submit the examination forms as per the following programme.

The schedule for issue of examination form, payment of fee and submission of filled form is as follows:

- **Issue of Examination Form** in the department : One day before submission date for regular students of III Semester M. TECH. of all branches.
- **The examination forms will be accepted on 03/10/2017 upto 4.00 P.M. for all branches of III Semester M.Tech. (Regular students)**
- **Examination Fee:**
  - For regular students of III Semester M.TECH – Rs. 2500/-
  - **Those who have already paid exam fee at the time of registration should attach photocopy of receipt**
  - **Late submission of form with fee –**
    - Late fee Rs. 1000/- (on 04.10.2017)
    - **Strictly follow schedule time**
- **Attach photocopy of Grade Card of all previous semester (compulsory)**
- **Payment of Fee and submission of form:**
  - Student should fill the form and tick the subjects in which he/she has to appear for the examination and **cross the subjects** in which he / she do not want to appear for examination with reason thereof.
  - Students should go to account section with filled examination form and submit along with required fee at account section.
  - If Fee is already paid then attach photocopy of receipt and submit in student section
- **If you fail to submit the examination form as per given date and time, then your form will be accepted on 04/10/2017 with late fee.**
- **Examination forms will not be accepted after 05/10/2017**

**Controller of Examinations**

Copy to:

- For ALL NOTICE BOARDS
- Dean Academic Matters
- CoE
- All HoD's (CE / ME / EL / ET / CT / EE / IT / FYC), Dean PTDP
- Administrative officer, Assistant Registrar, Accounts officer
- Website I/C for uploading
- MIS section
- Principal for information