



Ref. No. :

Date :

Ref.No. COE/MAKAUT,WB/75/2020

Date: 19/02/2021

Notice on Form fill-up for Regular&Backlog Students for End Semester (odd) Examinations 2020-21

The form fill up for the End Semester Examinations for Odd Semester 2020-21 would commence from 27th February 2021 as per following steps following approval of the competent authority in Covid-19 pandemic situation.

1. Application form would be available in the student's and college login for all enrolled students of UG and PG courses of odd semester 2020-21.
2. Students can submit the application online from their login. In case, there is problem of connectivity, college admin can submit the application on the basis of request from the student considering pandemic situation.
3. On submission of the form online by the student, the said form will be available in the college admin login for verification/ confirmation by the college.
4. Upon verification/ confirmation by the college, the students will be eligible to submit their fees online through different methods available. In case of non-availability of online payment facility with the students, provision would be available to pay the fees of the students by the colleges.
5. The regular and backlog form have to be filled up separately by the students.
6. After payment of the fee(s) student must download the form for future reference.
7. Process of collection of signed application forms would be taken care by the colleges, and such forms need to be submitted to the University in due course of time, as per notification/intimation for the same.
8. After submission of the fee, the admit cards will be generated online in the student login.
9. Provision of appearing in the online examinations would be available for the students for whom admit card is issued. The process of online examination would be notified separately.
10. The following would be different dates for different activities for the above mentioned purpose.

| Dates for fill-up for Odd Semester Examinations 2020-21 for Regular and Backlog Students | |
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| 27/02/2021 | Availability of forms and submission of application form by the candidate |
| 02/03/2021 | Last date for the students for online submission of the form |
| 03/03/2021 | Last date for confirmation/ verification by the colleges for eligibility of the students |
| 01-04/03/21 | Dates for submission of the fees online by the students |
| 05-06/03/21 | Dates for submission of the fees online by the college |
| 10/03/2021 | Tentative date for generation of admit Card |
| 12-26/03/2021 | Dates for end semester theory examinations |

Fees for each candidates: Regular: 1200/-

Back paper per semester: 1000/-

For any further information, students are advised to visit the notice section of the examination portal or contact their college concerned.

(Dr.SubhashisDatta)
Controller of Examinations