

Controller of Examinations

SGVU/COE/EXAM/2018-2019/

Date: 06.04.2019

IMPORTANT NOTICE

MAIN/BACK EXAMINATION MAY 2019

All the students of Even Semester (II, IV, VI, and VIII) are informed that, End Semester Examinations of theory shall commence with effect from May 01, 2019. This is compulsory for all Students to fill the Examination form to appear In the May 2019 End Semester Examination for Main/Back.

Students of 2009 batch to 2017 batch, if they have any back in any external practical or theory can apply for reappear in back, related to their Even semester only. Students from 2009 batch to 2013 batch if they have back in any internal theory/practical can apply for reappear in back, related to their Even semester only.

Any student having back in any Even semester paper have to choose that back paper in the form before click the submit button. The Student who is eligible to appear in these Examinations (Main as well as Back) as per University norms can apply to appear.

They should follow the under mentioned steps:

1. Visit www.gyanvihar.org
2. Login to student portal.
3. Follow the link Examination form.- May 2019
4. Check their details in the Examination form.
5. They should attach their passport size colored photograph, in case it is not available in their Examination form.
6. After filling all entries the student should click to submit, download and print the exam form & Axis Bank challan to deposit Fees.
7. They should sign in the form.
8. Form should duly attested by HOD.
9. Deposit the exam form to finance department together with copy of the challan deposited in Axis Bank.

10. The details of Fee are as below:

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|---|---|
| (A). Main Exam Fee | : UG Programs Rs. 3000/-
PG Programs Rs. 3000/- |
| (B). Back Exam Fee | : Rs. 600/- per paper, subject to maximum equal to main
Exam fee for Back of each Semester |
| (C). Last Date for Depositing
Filled Examination form
without late Fee | : APRIL 19, 2019 |
| (D). Last Date for Depositing
Filled Examination form
With late Fee | : Rs. 100/- per day from 20-04 -2019 to 25-04-2019 |
| (E). after the last Date of 25-04-2019. Permission to fill the Examination Form will be provided with
Double examination fee (Rs. 3000/- Late Fee) only. | |

(Naveen Sharma)
Controller of Examination