



Ref. No. :

Date :

Ref No. COE/MAKAUT/FACULTY/11/2019-20

Date: 14/11/2019

**Notice on Form fill-up for Regular Students in End Semester (Odd) Examinations 2019-20**

Applications for appearing in end semester examinations, i.e. Form fill-up for all regular candidates in odd semester would be done as per following.

1. A list of students, for whom CA for theory & IA for practical are submitted, would be made available in college login for confirmation of fulfilment of eligibility criteria in attendance (by choosing yes/no form drop down menu, default value would be 'yes') for the students.
2. On confirmation of eligibility in attendance, students would get the examination form in their login.
3. Students would submit the signed hardcopy of the form to the colleges.
4. Colleges would confirm the form submission online and deposit fees for generation of admit cards in students' login.

The following would be different dates for different activities for the above mentioned purpose.

<b>Dates for fill-up for End Sem Examinations 2019-20 for Regular Students</b>	
14.11.2019	Generation of Examination form for all eligible candidates for putting attendance by the colleges
16.11.2019	Submission of attendance by the colleges
18.11.2019	Submission of forms by the candidates online and hard copy to the colleges
19.11.2019	Confirmation of form and online submission of fees by the colleges
20.11.2019	Tentative date of Generation of Admit Card online

**Fees for each candidates:: Regular: 1200/-**

**Back paper per semester: 1000/-**

**For any assistance, all are advised to write the query in the 'Support' system of the portal/ visit office of the CoE at Saltlake campus.**

**(Dr. Subhashis Datta)**  
Controller of Examinations