

NETAJI SUBHASH ENGINEERING COLLEGE  
TECHNOCITY, GARIA, KOLKATA-700152

NSEC/EVENSEMEXAMFEE25-26/421/26-27

2.6.26

**NOTICE**

All the students are hereby informed to pay their Even Semester 2025-26 Examination fees as per schedule given below.

Date	Day	Stream	Time	Year
4/6/2026	THURSDAY	CSE, IT, AEIE,BME,CE,ME,EE,CSE(CS), CSE(DS), CSE(IOT), AI&DS, CS&IT	10: 30 AM TO 05: 00 PM	1ST
5/6/2026	FRIDAY	CSE (AIML),CSBS,E&CE, ECE, <b>BBA</b> ,BCA,MCA,MTECH	10: 30 AM TO 05: 00 PM	1ST
9/6/2026	TUESDAY	CSE, IT, AEIE,BME,CE,ME,EE	10: 30 AM TO 05: 00 PM	4TH
10/6/2026	WEDNESDAY	AIML,CSBS, ECE, <b>BBA</b> BCA,MCA,MTECH	10: 30 AM TO 05: 00 PM	4TH
11/6/26	THURSDAY	CSE, IT, AEIE,BME,CE,ME,EE	10: 30 AM TO 05: 00 PM	3RD
12/6/26	FRIDAY	AIML,CSBS, ECE, <b>BBA</b> BCA,MCA,MTECH	10: 30 AM TO 05: 00 PM	3RD
13/6/26	SATURDAY	CSE, IT, AEIE,BME,CE,ME,EE,CSE(CS), CSE(DS), CSE(IOT), AI&DS, CS&IT	10: 30 AM TO 05: 00 PM	2ND
15/6/26	MONDAY	CSE (AIML),CSBS,E&CE, ECE, ,BCA,MCA,MTECH <b>BBA</b>	10: 30 AM TO 05: 00 PM	2ND

1. Students are advised to ensure payment of semester fee by providing the money receipt, before payment of the exam fees
2. Fees for each candidate : **Regular: 1200/-**
3. Back paper per semester: **1000/-**
4. Use separate forms for Regular & Backlog exam fee
5. Eligible students are advised to pay through **UPI only (dynamic QR)** only available at the payment desk.
6. No cash is accepted
7. Fill up the attached Money Receipt (Both student and college copy) and submit at payment desk
8. A **SOP of pre examination activities** is attached with this notice for understanding of the process, students are instructed to follow the same diligently

PRINCIPAL IN CHARGE

*Key*  
*02/06/2026*  
Principal In-Charge  
Netaji Subhash Engineering College  
Techno City, Garia,  
Kolkata - 700152

C.C. – Dean(academics), Campus Administrator, All HOD's/In charges, University Affairs, Office/Accounts.

## SOP of Pre examination activities

### Examination Form Submission and Fee Payment Procedure

1. Students must pay the requisite examination fee to the College Accounts Section through UPI and collect the money receipt.
  - **Regular Examination Fee:** ₹1200/- per semester
  - **Backlog Examination Fee:** ₹1000/- per semester
2. After receiving the fee payment, the College will verify the examination form of the concerned student. Subsequently, a form submission link will appear in the student's portal.
3. Students must submit the verified examination form through the link available in their portal and download the submitted form. Thereafter, they should upload the PDF copy of the submitted form through the Google Form (the link will be shared by the respective Heads of Departments).
4. The College will receive the University payment link only after the students complete the form submission process. The College will then pay the examination fee to the University on behalf of the students using the payment link provided by the University.
5. Admit cards for the examination will be generated only after the completion of the fee payment process.

**Fees payment by the student to the College → College will verify the Examination form → The Student will submit the Examination form → College will pay the fees to the University**

## EXAMINATION FORM SUBMISSION AND FEE PAYMENT PROCESS



