



Ref No: XTECH/2023/EXAM/333

Date: 25th September 2023

NOTICE

All the students are hereby informed to fill the Examination Form for **Winter 2023 Term End Examination** as per the schedule given below.

Regular students must submit the previous semesters mark sheets along with the examination form.

Backlog students must submit the photocopy of the marksheet indicating the courses they are applying for.

ONE TIME OPPROTUNITY (OTO) STUDENTS SHALL APPLY FOR EXAMINATION BY FILLING THE BACKLOG FORM ONLY

Examinations forms will not be accepted without photocopy of marksheet/s.

Following staff members are assigned for the assistance of the same:

Year	Name of the staff
For Regular Students	
First Year	Ms. S. Mane – DIV A and B
Second Year	Mrs. D. C. Jadhav – DIV A and B
Third Year	Mrs. A. K. Samant
For Backlog Students	
All Years	Mrs. A. K. Samant

Fees for the same are as follows:

Activity	From	To
Examination form filling (* normal fees)	09 th October 2023	13 th October 2023
Examination form filling (* normal fees) + Rs. 200/- fine per semester	16 th October 2023	17 th October 2023
Examination form filling (* normal fees) + Rs. 1500/- fine per semester	19 th October 2023	20 th October 2023

*** Normal fees of Rs. 700/- to be paid by Backlog students only. This fees is to be paid in accounts section in office.** Late fees imposed later are to be paid by both Backlog and Regular students.

The timings for payment of examination fees will be: 10.00 am to 11.00 am and 2.00 pm to 3.00 pm

Examination forms in any case will not be accepted after 20th October 2023.

Note:

- Those candidates who had not submitted the photographs previously will have to submit their passport size photograph for hall ticket to the concerned staff as mentioned above.
- Candidates having backlog will fill the online examination form
- Candidates having the remark "TNG" will not be allowed to appear for examination if their attendance is less than 75 % and had not submitted the complete term work (if applicable).
- The "TNG" candidate will have to get the remark and signature of the HOD regarding the same.
- All candidates are requested to follow the schedule for payment and submission of examination forms strictly. So as to avoid sending request emails for it later.

Dr. S. B. Ghungrad
Principal

Mestry Dipti
Controller of Examinations

CC: Office

Accounts

HOD

Website

Mrs. D. C. Jadhav

Mrs. A. K. Samant

Ms. S. Mane