

Ref.No. AJU/Exam. /2021/243

Dt: November 27, 2021.

NOTIFICATION

Sub: Examination Form Fill up Process for 3rd & 5th Semester [Backlog]

This is to inform to the concerned students, who had backlog in the 3rd & 5th. The **IMPORTANT INFORMATION [A]** & **GUIDELINES FOR EXAMINATION FORM FILL UP PROCESS [B]** are given hereunder for the adherence of all concerned.

A. IMPORTANT INFORMATION for the Students: -

1. Examination Fee Rs 500/- will be paid by the students for the Backlog Examination.
2. Examination Form fill up date will be from November 28, 2021, to December 7, 2021.
3. Eligible students list (Backlog) along with their Exam form no will be uploaded on the website on November 27, 2021.
4. If, any student(s) names were NOT listed in the Eligible students list, then she/he needs to contact Examination deptt. Or E-mail to examhelp@arkajainuniversity.ac.in for further guidance before December 5th, 2021.
5. Students are instructed to write/fill their alphanumeric e - form no. mandatorily while paying examination fee.
6. Examination fee paid without Examination form no. will not be considered for examination.
7. Admit Card [of Backlog] will be provide to the student's w.e.f December 13, 2021 onwards.
8. It is compulsory for all concerned students to **FILL UP THE EXAMINATION FORM** within due date only.
9. Tentative date for commencement of Examinations is from December 14, 2021 onwards.
10. The Examination will be conducted through Offline mode [i.e Pen and paper] for 3hrs.

B. GUIDELINES FOR EXAMINATION FORM FILL UP PROCESS: -

1. Go to the "Examination (e-Notice) [on December 28, 2021]" section under the heading "Academics" in the main menu of AJU official Web site (www.arkajainuniversity.ac.in) and check your name and e-form no. in the given list.
2. All students whose name is in the list published, are advised to pay offline examination fee[Rs 500/-]:- Offline Examination fee can be paid at City office [10.00 AM to 5.00 PM] and in the University campus from [8.30 AM to 4.30 PM]

Further, it informed that, in this COVID – 19 pandemic, Students are instructed to follow the Covid – 19 protocols; Please make sure, you need to wear face mask, maintaining the social distancing and temperature check while entering the campus. You will not be allowed in the campus without these necessary protocols. You are instructed to co – operate with the security authorities in this regard.

This is issued by order of the Vice Chancellor.

CONTROLLER OF EXAMINATIONS



ARKA JAIN University, Jharkhand