



EXAMINATION DEPARTMENT

Ref. No. AJU/Exam. /2024/ 669

Date: 02 Dec., 2024

NOTIFICATION

Sub: Examination Form Fill Up For Regular End Semester Examination Of Below Mentioned Program:

Sr. No.	Program	Semester	Tentative exam schedule
1	B. Sc. Nursing	2 nd	3 rd week of January, 2025 onwards.

The **IMPORTANT INFORMATION [A]** & **GUIDELINES FOR EXAMINATION FORM FILL-UP PROCESS [B]** ARE MENTIONED BELOW for the adherence by all concerned.

A. IMPORTANT INFORMATION for the Students: -

1. Examination Fee applicable for the programs: -

Regular Examinations Fees	
Program Name	Applicable Examination Fee (in Rs).
B. Sc. Nursing	Rs 1000 /-

2. No-Dues Clearance and Examination Registration date will be from **03rd Dec., 2024 to 12th Dec., 2024 (without late fine)**

3. No-Dues Clearance and Examination Registration date will be from **13th Dec., 2024 to 19th Dec., 2024 (with late fine of Rs. 1000/-)**

4. No-Dues Clearance and Examination Registration date will be from **20th Dec., 2024 to 24th Dec., 2024 (with late fine of Rs. 5000/- in exceptional cases) with the approval of Controller of Examinations. The Examination Registration will be closed after 24th Dec., 2024.**

5. **Admit Card will be downloaded from ERP Login by eligible students themselves.**

6. It is compulsory for all concerned students to **FILL-UP THE EXAMINATION FORM** within due date only.

B. GUIDELINES FOR EXAMINATION FORM FILL-UP PROCESS: -

1. Students should download their no-dues forms from their ERP login.

2. Students should complete filling the no-dues form, obtain the signatures from various authorities (as mentioned in the No-dues Form). Once all the signs have been obtained, students needs to visit the any

Accounts office at the University campus, where the account official would verify the fee-submission status. Once verified, the accounts officer would keep the No-dues form with him/ her.

- Following the submission of the No-dues form, students are required to complete the examination registration process through their ERP login.

[Note: - Students must verify their subjects before proceeding with the examination registration, in case of query, they need to contact their respective ERP Coordinator mentioned below]

- After completion of the Examination registration process, student needs to pay their Examination fee as applicable in serial no. 1, part A.

ERP Coordinators

S.No	School/Department Name	ERP-Coordinator Name	Contact No	E - mail ID
1.	B. Sc. Nursing	Ms. Sushmita Ghosh	6204574472	Sushmita.g@arkajainuni versity.ac.in

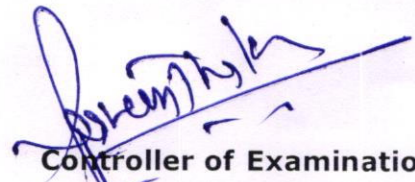
Spl. Note –

1] Students are instructed to submit all academic testimonials along with their Migration / TC, if not submitted the same till date, in the Record Cell.

2] Students are instructed to submit their ABC Id to their respective Academic Section.

Any student who has to submit the above-mentioned document/s but fails to submit the same will NOT be allowed to fill-up the Examination form & further would not be allowed to appear in the End-semester Examination.

This is issued by the order of competent authority.


Controller of Examinations
CONTROLLER OF EXAMINATION
ARKA JAIN University, Jharkhand