



## EXAMINATION DEPARTMENT

Ref. No.AJU/Exam./2024/ 673

Date:11 Dec.,2024

### NOTIFICATION

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

Sr. No.	Program Name	Semester	Tentative exam schedule
1	B. Sc. Nursing	2 <sup>nd</sup>	3 <sup>rd</sup> 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(inRs).
B. Sc. Nursing	Rs1000/-

- No-Dues Clearance and Examination Registration date will be from **13<sup>th</sup> Dec., 2024 to 19<sup>th</sup> Dec.,2024 (without late fine)**
- No-Dues Clearance and Examination Registration date will be from **20<sup>th</sup> Dec., 2024 to 26<sup>th</sup> Dec., 2024 (with late fine of Rs. 1000/-)**
- No-Dues Clearance and Examination Registration date will be from **27<sup>th</sup> Dec., 2024 to 31<sup>st</sup> 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 31<sup>st</sup>Dec., 2024.**
- Admit Card will be downloaded from ERP Login by eligible studentst themselves.**
- 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:-

- 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.
3. 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]**

4. 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	s. Sushmita Ghosh	6204574472	Sushmita.g@arkajainuniversity.ac.in

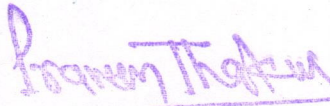
**Spl. Note–**

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