



EXAMINATION DEPARTMENT

Ref.No.AJU/Exam./2026/ 887

21st July 2026

NOTIFICATION

Sub:- Special Backlog Examination Form Fill-up Process of Passing Out Students of the Year 2026.

This is to inform all concerned students, who so ever passing out in the year 2026 and had BACKLOG in their previous semester's, if any.

This is LAST OPPORTUNITY for all such students to clear their backlogs, a Special Backlog Examination is being schedule to be conducted for all such students (Passing Year 2026) to clear their Backlogs. In view of the above Some 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. Special Backlog Examination Registration date will be from 24th July, 2026 to 30th July, 2026 (Without late fine).
2. Special Backlog Examination Registration date will be from 31st July, 2026 to 03rd August, 2026 (With late fine of Rs. 1000/-).
3. The Backlog Examination Registration will be freezed after 03rd August, 2026. In no Case, Special Backlog Examination Registration will be done after 03rd August, 2026.
4. Admit Card will be downloaded from ERP Login by eligible students themselves.
5. It is compulsory for all concerned students to **FILL-UP THE EXAMINATION FORM** within due date only.
6. Applicable Examination Fee for each semester will be paid by the students.
7. Tentative date for commencement of Special Backlog Examination is from August 2nd Week, 2026 Onwards.

B. GUIDELINES FOR EXAMINATION FORM FILL UP PROCESS:

1. Students are required to complete the Special Backlog Examination registration process through their ERP login in **Special Session 2025-26**.

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

2. After completion of the Special Backlog Examination registration process, student needs to pay their requisite Special Backlog Examination fee and submit the Special Backlog Examination Form to their respective ERP Co-Ordinator.

Note: - Students who appeared in their final semester examination April-2026 and further appeared in the 2nd and 4th semester backlog examination held on June 2026 are advised to fill up their 2nd and 4th special backlog examination form only after the publication of the result.





EXAMINATION DEPARTMENT

ERP Coordinators

SL No	School Name	ERP-Coordinator Name	Contact No	E – mail ID
1.	School of Commerce & Management (UG)	Mr. Nazish Shahid	7411485210	nazish.s@arkajainuniversity.ac.in
2.	School of Commerce & Management (PG)	Ms. Rana Iffat Perween	7004270635	rana.perween@arkajainuniversity.ac.in
3.	School of Law	Mr. Saheb Chakraborty	9142177704	Sol2.aju@arkajainuniversity.ac.in
4.	School of Engg. & IT – (BCA/MCA)	Ms. Shubha Verma	9572682213	shubha.v@arkajainuniversity.ac.in
5.	School of Health & Allied Science	Ms. Nahid Akhtar	6207986242	nahid.a@arkajainuniversity.ac.in
6.	School of Engg. & IT – (Poly/B.Tech)	Mr. Bhaskar	7877374753	bhaskar@arkajainuniversity.ac.in
7.	School of Humanities [BA – English/FD/JMC Hons.]	Mr. Sanjay Thakur	7209078001	sanjay.t@arkajainuniversity.ac.in

This is issued by order of the Competent Authority.

Prof (Dr.) Praveen Kumar Thakur
Controller of Examinations

