



Ref. No. AJU/Exam. /2026/ 900

Date: 12th September, 2026

NOTIFICATION

Sub: Examination Form Fill up process for Ph.D Course work examination, October 2026[Batch January, 2026] Regular /Ex-Regular/ Backlog.

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 is Rs.1250/-
2. No-Dues Clearance and Examination Registration date will be from 18th September, 2026 to 24rd September, 2026 (without late fine)
3. No-Dues Clearance and Examination Registration date will be from 25th September, 2026 to 30th September, 2026 (with late fine of Rs. 1000/-)
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. Tentative date for commencement of Examinations is 05th October, 2026 onwards.

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

1. Students are required to log in to the ERP portal using the following link: <https://aju.mastersofterp.in>
2. To apply for an online No-Dues certificate, students need to follow the path within the ERP portal: go to the Academic section, select Student Related, and then click on Apply for No-Dues.

Academic —————> Student Related —————> Apply for No-Dues

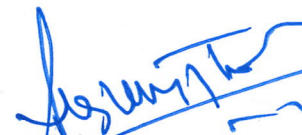
3. Students need to select the appropriate check box provided on the No-Dues application page to confirm that all required details are correct and that they are ready to proceed with the request. After selecting the check box, they must click on the Submit button to initiate the No-Dues generation process.
4. Students can click on the "Check Approval Status" option available in the No-Dues section of the ERP portal to track the progress of their application & view the current status of approvals from different departments such as library, accounts, hostel, and others.
5. Once the No-Dues application has been successfully approved by all concerned departments, students become eligible to proceed with the examination registration process through the ERP portal. It is important to complete both the registration and examination fee payment within the stipulated deadline to ensure eligibility for appearing in the examinations.

ERP Coordinator				
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Special Note

- Students who have not yet submitted all academic testimonials along with their Migration/TC to the Record Cell must do so immediately; failing to submit the required documents will **non-eligibility to fill up the Examination Form and appear in the End-Semester Examination.**

This is issued by the order of competent authority.


Prof. (Dr.) Praveen Kumar Thakur
Controller of Examinations

Campus

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