GUJARAT TECHNOLOGICAL UNIVERSITY

No: GTU/MCA/Exam Form/Winter-2014/7228 Date: 13/10/2014

Instructions for filling up the exam forms for MCA Sem-3(Regular) & Sem-5(Regular) WINTER Exam-2014 With Penalty Rs.200

(1) Please verify **UFM** as well as **detention** of the students as per the GTU rules. If as per the UFM punishment or detention, if student is not eligible for current exam then do not send exam form of student to GTU. Also make sure that, the generated exam forms contain the form of UFM or detention released students if any.

(2) Please verify subject code of student and electives of the student, if any mismatch or doubt found then immediately inform to GTU on respective course email Id (**mca@gtu.edu.in).**

(3) After filling the exam forms, institute have to GUN the exam forms using barcode reader within time schedule.

(4) Once you gun the exam form, credit the exam fees amount with online SBI bank collect and Send the scan copy of challan via E-Inward system only within the time schedule as below,

EXAM	Dates for downloading and filling Exam form for Student	Date of verify and lock	Challan Submission Date
MCA Sem-3 & 5 Regular Only With Rs.200 Penalty	14th to 16th October ,2014	17th October, 2014	18 th October ,2014

(5) If the colleges fail to upload exam fee bank challan in time, Students hall ticket will not be sent to those institutes.

(6) There is no need to send the hard copies of exam forms to GTU.

(7) No exam forms will be accepted after last date. So colleges are instructed not to send Student/Guardian to the University with such a request.

I/C Controller of Examination