GUJARAT TECHNOLOGICAL UNIVERSITY

(Established by Government of Gujarat Under Gujarat Act No.: 20 of 2007)

ગુજરાત ટેકનોલોજીકલ યુનિવર્સીટી

(ગુજરાત સરકારના ગુજરાત અધિનિયમ ક્રમાંક : ૨૦૦૭ દ્વારા સ્થાપિત)

No: GTU/ Exam Form/UG/Winter2015/10700 Date: 1/12/2015

Instructions for filling up the exam forms Winter-2015 Exam

PDDC Sem-1

(1) Please downloads the PDF file of Exam Forms of BE admin panel with your college id and password.

(2) Print the Exam forms in good quality paper and as per the format of GTU so that the BARCODE can be readable.

(3) 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

(4) Please verify subject code of student, if any mismatch or doubt found then immediately inform to GTU on respective course email Id (be@gtu.edu.in)

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

(6) Once you gun the exam form, credit the exam fees amount with online SBI bank collection under "Examination Fee" category and Send the scan copy of challan via E-Inward system only within the time schedule as below.

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

(8) There is no need to send the hard copies of exam forms to GTU. Keep hard copies of exam forms till the declaration of rechecking result of all UG Winter 2015 exam at institute.

(9) NO exam form will be accepted after the scheduled date of accepting exam forms. Colleges are hereby informed that there is no provision for Late Form/Blank Form/Penalty Fee. Colleges are hereby instructed to inform students/guardian in this regard, so that they do not come to university with such request.

(10) D.D. will not be accepted.

EXAMINATION	Dates for downloading and filling Exam form for Student and also gunning the exam form for institute	Last date of verify , lock data and challan submission for institute
PDDC Sem-1 (Regular)	3rd Dec to 7th Dec ,2015	8th Dec 2015

Sd/-

Controller of Examinations (I/C)
GTU, Chandkheda.

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