



CoE/2023-24/ 73

Date: 07/02/2024

NOTICE

NOTICE FOR MAKEUP EXAMINATION FORM FILLING

All Students of **First, Third and Fifth Semester B.Tech. All Branches** are hereby informed that those who are willing to appear for Winter-2023 **Makeup Examination** should fill the Makeup Examination form as per below mentioned guidelines.

- 1) Students who are failed or desirous to improve their grade shall be eligible for the makeup examination.
- 2) Fees for Makeup Examination is Rs. 1000/- per course
- 3) Instruction regarding online form filling is attached herewith.
- 4) **Last date for filling Online Examination form is 10th February 2024**
- 5) **Late fees of Rs. 50/- will be payable up to 11th February 2024**
- 6) **Late fees Rs. 50/- per day will be payable up to 12th February 2024**
- 7) **Super Late fees Rs.300/-will be payable up to 13th February 2024**
- 8) **Super Late fees Rs.500/-will be payable up to 14th February 2024**
- 9) Forms Incomplete / with deficiency will not be processed. Institute will not be responsible for any further consequences if your application is incomplete or data you entered is incorrect / insufficient.

Note: Care should be taken while selecting subject in online form.

Corrections in exam form will not be allowed after online submission of form.

Controller of Examinations (CoE)

(For Wide Circulation among Concerned B. Tech Students)

For Any further query, contact Administration office (On working days during 9.00 am to 4.30 pm only)

Principal

CC:

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|----------|----------------|------------------|--------|----------------------|--------|----------|----------|--|
| Director | Asst. Director | Financial Admin. | Admin | In-charge First year | HOD ME | HOD EE | HOD CV | |
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| HOD ETC | HOD CE | HOD CS | HOD DS | HOD IT | HOD AI | HOD CSBS | HOD IIOT | |
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Instructions Regarding 1st, 3rd and 5th Semester B.Tech, Makeup Examination Winter-2023 Form Filling

Process of Exam Form Filling is as follows.

1. Visit the institute MIS portal https://exam.pallottingp.in/examsection/exm_studlogin.aspx
2. Go to **student portal**.
3. Institute id is **4174**
4. Login with your ID (UID) and password.
5. Click on Examination form.: Makeup
6. Select Scheme as follows:

1st Sem :

FOR B.Tech.First Sem,CE - 4174EUCE1-A
FOR B.Tech.First Sem,CE - 4174EUCE1-B
FOR B.Tech.First Sem,CSBS - 4174EUCB1-F
FOR B.Tech.First Sem,CSE(CS) - 4174EUCS1-C
FOR B.Tech.First Sem,CSE(DS) -4174EUDS1-D
FOR B.Tech.First Sem,IT - 4174EUIT1-E

FOR B.Tech.First Sem,AI - 4174EUAI1-G
FOR B.Tech.First Sem,CV - 4174EUCV1-H
FOR B.Tech.First Sem,EE- 4174EUEE1-I
FOR B.Tech.First Sem,ETC - 4174EUET1-J
FOR B.Tech.First Sem,IIOT - 4174EUII-K
FOR B.Tech.First Sem,ME - 4174EUME1-L

3rd Sem :

FOR B.Tech. Third Sem,CE - 4174EUCE3-A
FOR B.Tech. Third Sem,CE - 4174EUCE3-B
FOR B.Tech. Third Sem,CSE(DS) - 4174EUDS3
FOR B.Tech. Third Sem,IT - 4174EUIT3
FOR B.Tech. Third Sem,AI - 4174EUAI3
FOR B.Tech. Third Sem,CV - 4174EUCV3

FOR B.Tech. Third Sem,EE- 4174EUEE3
FOR B.Tech. Third Sem,ETC - 4174EUET3
FOR B.Tech. Third Sem,ME - 4174EUME3
FOR B.Tech. Third Sem,CSBS - 4174EUCB3
FOR B.Tech. Third Sem,CSE(CS)- 4174EUCS3
FOR B.Tech. Third Sem,IIOT - 4174EUII3

5th Sem :

FOR B.Tech. Fifth Sem,CE - 4174EUCE5-A
FOR B.Tech. Fifth Sem,CE - 4174EUCE5-B
FOR B.Tech. Fifth Sem,CSE(DS) - 4174EUDS5
FOR B.Tech. Fifth Sem,AI - 4174EUAI5

FOR B.Tech. Fifth Sem,IT - 4174EUIT5
FOR B.Tech. Fifth Sem,CV - 4174EUCV5
FOR B.Tech. Fifth Sem,EE- 4174EUEE5
FOR B.Tech. Fifth Sem,ETC - 4174EUET5
FOR B.Tech. Fifth Sem,ME - 4174EUME5

7. Select examination "**Winter-2023-M**"
8. Select Class/ Semester/ Subjects as applicable.
9. Click on "**Generate Exam Form**".
10. **Verify all the information along with Subject and Subject Code in the examination form.**
11. **Accept the declaration**, submit the examination form and **pay** the exam fees online.
12. Avoid multiple payment and contact to Accounts department immediately if payment received in college id, kindly takes transaction details.
13. If payment is done and form is not getting generated, avoid multiple payments and contact Accounts department immediately. If payment is received in college id, kindly take transaction details and report to Exam Cell
14. If any difficulty with respect to online form filling and payment contact on mis@stvincentngp.edu.in

Controller of Examinations (CoE)
SVP CET, Nagpur.