ARKA JAIN University Jharkhand

EXAMINATION DEPARTMENT

Ref.No. AJU/Exam. /2022/551   Date: 24th November, 2022.

NOTIFICATION

Sub: Backlog Examination Form Fill up Process for 3rd, 5th and 7th Semester.

A] All programmes – 7th & 5th Semester.
B] All Programmes [Except – MBA, B.TECH, DIPLOMA, B.PHARMA] – 3rd Semester.

This is to inform all the concerned students, who had backlog in the **3rd, 5th and 7th Semester.** The **IMPORTANT INFORMATION [A]** & **GUIDELINES FOR EXAMINATION FORM FILL UP PROCESS [B] ARE MENTIONED BELOW** for the adherence of all concerned.

A. IMPORTANT INFORMATION for the Students: -

1. Examination Fee applicable for the different courses are as follows:-

Backlog Examination fee	
Course Name	**Applicable Examination Fee (in Rs).**
B. Pharma / B.Tech / Polytechnic / MCA / B. Optometry / B.Sc – Biotechnology	**Rs 1000 /-**
MBA / BBA/ BBA LLB / B. Com (H) / BA (H) / BCA	**Rs 750 /-**

2. Examination Form fill up date will be from **25th November, 2022**, **to 03rd December, 2022**.

3. Eligible students list (Backlog) along with their Exam form no. will be uploaded on the website by **24th November, 2022.**

4. If, any student(s) names is NOT listed in the Eligible students list; then she/he needs to contact Examination dept. Or E-mail to examhelp@arkajainuniversity.ac.in for further guidance before **30th November, 2022**.

7. Admit Card [of Backlog] will be provide to the student's w.e.f **December 4th, 2022** onwards **[expected date].**

8. It is compulsory for all concerned students to FILL UP THE EXAMINATION FORM within due date only.

9. Tentative date for commencement of Examinations is from **December first week onwards**.

10. The Examination will be conducted through Offline mode [i.e. Pen and paper] of 3hrs.

B. GUIDELINES FOR EXAMINATION FORM FILLUP PROCESS:
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1. Go to the "Examination (e-Notice) [on 25th November, 2022]" section under the heading "Academics" in the main menu of AJU official Web site (www.arkajainuniversity.ac.in) and check your name in the given list.

2. All students whose name is in the list published, are advised to pay offline examination fee as applicable.

3. Offline Examination fee can be paid at City office [10.00 AM to 5.00 PM] and in the University campus from [9.00 AM to 4.30 PM]

This is issued by order of the Vice Chancellor.

CONTROLLER OF EXAMINATIONS

ARKA JAIN University, Jharkhand