

Chapter-2

Enrolment, Schedule of Examinations and Admit Cards

2.1 Enrolment

- (i) Every candidate for an examination of the University shall, except when exempted by any of the Regulations, be allotted an Enrolment number and be enrolled as a student of a constituent or an affiliated college or teaching department of the University before entering upon the course prescribed for such examination and should have undergone a regular course of study at that college/ department. Candidate has to apply for enrollment in the very academic session of year of the admission, failing which his/her admission shall automatically stand cancelled.
- (ii) The fee structure for Enrolment and related activities shall be as notified by the University from time to time.

2.2 Schedule of Examinations/Results

- (i) CoE shall announce the Date-sheet as per the Academic Calendar to conduct the Examinations.
- (ii) Keeping in view the preparation of pre-conduct phase CoE shall announce the last date of submission of Examinations forms/details i.e. online or offline including the last date of submission with fine.
- (iii) After completion of evaluation work the Controller of Examinations shall declare the results.

2.3 Admit Card

- (i) On receipt of the fee prescribed, the university shall, if the candidate is admitted, furnish the candidate with an admission card permitting him/her to appear in the examinations.
- (ii) Permission to appear at a University examination may be withdrawn if a student is found ineligible or student him/her self misled through false information.
- (iii) A candidate may not be admitted to the examination hall unless he/she produces to the officer conducting the examination his/her examination admit card or satisfies such officer that it will be produced later.
- (iv) The Center Superintendent may, if he/she is satisfied that an examination admit card has been lost or destroyed, grant on payment of a further fee as approved by University from time to time duplicate examination admission card. The card so granted shall show at a prominent place the number and date of the card originally granted.
- (v) Admit card will be issued only once to a student. However, the admit card can be reissued to the student, if lost, on payment of Rs. 250/-. The Admit Card will be reissued subsequently on payment of Rs. 500/- and on production of FIR report for the loss of Admit Card.