

Office of the Registrar

IMS/RO/Exam Form/2022

January 10, 2022

NOTICE (MOST IMPORTANT)

Attn: Students of BBA/BCA/BJMC/MJMC/MIB/BALLB/BCOMLLB/LLB – All Semester
Sub: Extension of Date for Online Filling of CCSU Odd Sem Exam Form – 2021-22

In continuation with previous circulars of first sem & others, all the students of all semester are hereby informed that the date has been extended by the University for online filling of Semester Examination Form at University Portal (exam.ccsuweb.in). The submission dates are as under:

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|---|---------------------|
| 1. Last date of online filling of Exam Form along with exam fee | - 15.01.2022 |
| 2. Last date of submission of printout of exam form in the Institute | - 17.01.2022 |

The Printout of the Examination Form along with **College NOC (from Accounts & Library)** will be submitted in the respective department.

In case of first semester self-attested photocopies of the documents (in two sets) will be submitted in the respective department along with the exam form as per earlier notification.

As per new Notification of University, only Print out of Exam Form will be submitted in the Institute along with requisite documents. And NO EXAM FORM will be accepted ONLINE (please ignore previous notice for online submission).

Important Instructions (also see instruction as issued in previous notices):

1. Students are required to read instructions of CCSU carefully before online filling the Examination Form.
2. In case of first semester, if any student fails to submit Original Migration Certificate before the Examination Form, then the Migration Certificate will be accepted with late fee only and student will be responsible for any further consequences.
3. Students are also required to check the subjects carefully before filling / submitting the Examination Form at CCSU Portal.
4. In case of wrong filling of option/subject(s), the students will be responsible for the same.
5. Without documents no form will be accepted.
6. **No Exam Form will be accepted without clearing Fee Dues (College / Hostel).**

* In case of any query/problem during filling of online exam form, students can meet Mr. Pawan / Mr. Praveen, Registrar's Office between 2:00 PM to 4:00 PM (Or call on 9311124685 between 10:00 AM to 5:00 PM on working days only).



[Pradeep K Saraswat]
Registrar