

NOTIFICATION

To

The Principals

All Affiliated/ Permitted General Degree Colleges under Gauhati University

Sub- B.A, B.Sc., B.Com, 2nd Semester Examination, 2018(Regular Batch) form fill up

Sir/Madam

It is hereby informed to you all that the examination form fill up process for the students (**except IDOL scheme**) of B.A, B.Sc., B.Com, 2nd Semester Examination, 2018(Regular Batch) will be done through online system. The online form fill up portal has already been opened. The last date for filling up the examination forms for the students is **23rd April, 2018 (12 AM Midnight)**. The date has been fixed by the office of the undersigned to avoid the technical difficulties of the process of preparing Pre-examination documents within short and stipulated time. **During the process of filling the form, following points may kindly be noted very carefully.-**

1. Students of 2nd semester (Regular batch) Can fill up the examination form on GUPORTAL (<https://guportal.in/>) by clicking Exam Form (2017-2018) link
2. To login in the 2nd semester examination form students need to click on the link "[Click Here For Examination Login](#)"
3. Students can login by using their Roll No or Registration Number or their Application No.
4. Any student who has not fills up the examination form in 1st semester they will not be able to fill up their 2nd semester examination form online. In such cases the students are informed to submit their subject details and other information to the colleges along with the requisite fees. The colleges have to submit all such applications along with the fees to the office of the undersigned.

5. Students need to pay the examination fees online which includes the Examination Fees and Mark sheet Fees).
6. Students have to pay the N.C Fees (If any), center fees and Practical fees in their respective colleges.
7. The fee structure for all the examinations remains unchanged hence it will be similar with the last semester examinations held in November-December, 2017.
8. Fees once paid online will not be refundable.
9. College can approve the examination forms using their earlier login ID and Password.
10. The form fill up process for the students under IDOL scheme will remain same as in the last session i.e. preparation of consolidated statement through excel sheet. Colleges have to submit 3 sets (Hard Copy) of the consolidated statements in the format supplied in the last semester examination or as available in the colleges. All the IDOL students (regular batch) are to submit their applications in the colleges directly along with the fees.
11. Some of the colleges have not yet deposited the affiliation fees/ permission fees etc. to the University. It is therefore requested to clear the outstanding fees before submission of Examination forms and fees. A clearance certificate from the Affiliation Branch against clearing of affiliation/permission/renewal fees for the subjects being offered in the college is to be submitted along with the submission of fees details.
12. Mere filling up of examination form does not ensure the candidates to get the chance to appear in the examination. Students must have at least 75 percentage of attendance which will be monitored by the Principals.
13. For any correction Colleges can mail at gunodalofficer@gmail.com.
14. **Important Dates(For students)**

Last date of online filling of Examination Form is April 23rd 2018.

Gopinath Bordoloi Nagar
11th April, 2018

Examinations,

Deputy

Sd/
Dr. D.Talukdar
P.K.Das
Controller of
Gauhati University