



A unit of Gopsai Avinandan Sangha

An ISO 9007:2008 Certified Institution

# INSTITUTE OF SCIENCE & TECHNOLOGY

Approved by AICTE, Recognised by Govt. of West Bengal & Affiliated to MAKAUT, WB, WBSCTVESD and NCVT

Date : 21.07.2021

## **NOTICE FOR EXAM FORM FILL-UP OF INTERMEDIATE SEMESTER STUDENTS**

All 2<sup>nd</sup>, 4<sup>th</sup> & 6<sup>th</sup> Sem Students of B.Tech, 2<sup>nd</sup> Sem Students M.Tech, MHA, 2<sup>nd</sup> & 4<sup>th</sup> Sem Students of BBA, BCA, BHM, MCA Courses of Institute of Science & Technology are hereby informed to see the below mentioned Notice for Exam Form Fill-up of Regular & Backlog Exam and take appropriate steps to complete the Exam. Form-Fill-up process with their own responsibility within the date mentioned below. Followings Steps are to be followed :

**Step-1** : Log in with Students credential (**User ID & Password**)

**Step-2** : Fill up the Exam Form Regular & Backlog (if any) and click on “**CONFIRM & SUBMIT**” Button

**Step-3** : College will verify the Exam Form (**if students have cleared semester fee and all dues**).

**Fees Defaulter Student's Form will not be verified by the College.**

**Step-4** : After Verification, Students will have to further login and open the Exam Form and pay the exam fees for Regular & Backlog (if any) Examination.

**( If any student already paid his/her exam fees Rs. 1200.00 with their Semester Fees, College will pay their Exam Fees only)**

**Step-5** : After Payment, please send the Pdf Copy of Exam Form to : [academic@istonline.org.in](mailto:academic@istonline.org.in)

Students are fully responsible to fill the Exam Form and pay the Exam Fees ( Except Already Paid Students), College is not responsible for the same in any Circumstances.)



**MAULANA ABUL KALAM AZAD UNIVERSITY OF TECHNOLOGY, WEST BENGAL**  
(FORMERLY KNOWN AS WEST BENGAL UNIVERSITY OF TECHNOLOGY)  
Main Campus : Haringhata, Nadia, Pin-741249  
Kolkata Campus : BF-142, SECTOR-I, SALT LAKE CITY, KOLKATA-700 064, (INDIA)  
Website : [www.wbut.ac.in](http://www.wbut.ac.in)

Ref. No. :

Date :

Ref. No. COE/MAKAUT, WB/96/2021

Date: 20/07/2021

### **Notice on Form fill-up for Regular & Backlog Students for Intermediate Semester (Even) Examinations 2020-21**

The form fill up for the Even Sem End Semester Examinations 2020-21 for all intermediate semester students would commence from 26<sup>th</sup> July 2021 as per following steps, following approval of the competent authority in Covid-19 pandemic situation.

1. Application form would be available college login for all enrolled intermediate semester students of UG and PG courses for issuance to the eligible students.
2. On release of the online forms by the colleges concerned, students can submit the application online from their login. In case, there is problem of connectivity, college admin can submit the application on the basis of request from the student considering Covid-19 pandemic situation.
3. Upon submission of the forms, the students will be able to submit their examination fees online through different methods available. In case of non-availability of online payment facility with the students, provision would be available to pay the fees of the students by the colleges as earlier.
4. The regular and backlog form have to be filled up separately by the students.
5. After payment of the fee(s) student must download the form for future reference.
6. Process of collection of signed forms would be taken care by the colleges, and such forms need to be submitted to the University in due course of time, as per notification/intimation for the same.
7. After submission of the fee, the admit cards will be generated online in the student login.
8. Provision of appearing in the online examinations would be available for the students for whom admit card is issued.
9. The following would be different dates for different activities for the above mentioned purpose.

Dates for fill-up for Even Semester Examinations 2020-21 for intermediate semester Regular and Backlog Students	
25/07/2021	Availability of forms to the colleges to release to the eligible candidates
26/07/2021	Commencement of submission of forms and fees by the students
02/08/2021	Last date for release of forms by the colleges to the eligible candidates
03/08/2021	Last date for submission of forms and fees by the students
04/08/2021	Last date of submission of examination fees by the colleges
07/08/2021	Tentative date for generation of admit Card
05-08/08/2021	Dates for examiner tagging for practical and sessional courses
16-20/08/2021	Dates for submission of marks for practical and sessional examinations
09-21/08/2021	Dates for end semester examinations

Fees for each candidates: Regular: 1200/-

Back paper per semester: 1000/-

For any further information, students are advised to visit the notice section of the exam portal or contact their college concerned.

  
(Dr. Subhashis Datta)  
Controller of Examinations

**By Order,**