

SHRI RAMDEOBABA COLLEGE OF ENGINEERING & MANAGEMENT, NAGPUR.  
(An Autonomous College of Rashtrasant Tukadoji Maharaj Nagpur University,  
Nagpur)

No. RCOEM/COE/2020/

Date: 02.11.2020

**NOTICE**

**EXAM FORM SUBMISSION FOR BACKLOG SUBJECTS (ALL UG PROGRAMMES AND ALL PG PROGRAMMES) FOR REGULAR WINTER 2020 EXAMINATION (RW2020)**

For the **End Semester Winter 2020 examination** the process of exam form submission for backlog subjects will start from **6<sup>th</sup> Nov., 2020**. For this exam all **EX and the DC students enrolled in GEMS** will submit the exam form through GEMS. **Due dates are as under for exam form filling and submitting:**

- ❖ **Till 9<sup>th</sup> Nov., 2020** without late fees
- ❖ **From 10<sup>th</sup> Nov. to 11<sup>th</sup> Nov., 2020** with late fees of Rs. 300/ per day
- ❖ **On 12<sup>th</sup> Nov., 2020** with late fees of Rs. 500/ per day.

***Students will not be allowed to submit the exam forms after 12<sup>th</sup> Nov. 2020.***

**Exam form submission process is as under:**

1. Log in to GEMS.
2. Select Academic Functions » University Exam/Result » Autonomous University Exam Form.
3. Select Examination: ***End Semester Regular Winter 2020 EX (RW 2020 EX)***.
4. Select subject/subjects to be appearing for examination. **Select “FORGO” option only for the subjects in which you want to forgo the internal marks (“FORGO” option once applied, will not be reverted).** Press save button.
5. Make payment online through **online payment button** and **print receipt of payment**.
6. **Download Examination Form and check all the subjects printed on examination form. This exam form and payment receipt students have to keep with them as a proof. They don't need to submit the exam form.**

Regular Winter Examination of 2020 (RW2020) will **NOT** be conducted for

- (a) M. Tech Sem II
- (b) MBA Sem II
- (c) MCA Sem II/IV
- (d) MBA (Integrated) Sem II/IV/VI/VIII.

Therefore students of these programmes **should not fill the examination form** for their backlog subjects. For backlog subjects of these programmes examination will be conducted in Summer 2021 (Regular and Makeup attempt).

**NOTE: All EX and DC students not enrolled in GEMS should submit the form in CoE office by manual process.**

(Dr. Abhijeet Agashe)  
Controller of Examinations