

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

No. RCOEM/COE/2016/

Date: 21.09.2016

NOTICE

EXAM FORM SUBMISSION FOR THE RTM NAGPUR UNIVERSITY ABSORBED STUDENTS (UG and PG)

For the End Semester Winter 2016 examination the process of exam form submission will start from **22nd September, 2016**. Due **dates are as under** for exam form filling and submitting in the department:

- ❖ **5th October, 2016** without late fees
- ❖ **10th October, 2016 with late fees** of Rs. 300/ per day
- ❖ **15th October, 2016 with late fees** of Rs. 500/ per day
- ❖ ***Students will not be allowed to submit the exam forms after 15th October, 2016.***

Exam form submission process is as under:

1. Students will fill the exam form off line. **Students will fill a single form irrespective of the number of exams they are appearing.** However, the fees will be collected according to the number of exams they are appearing.
2. After filling the form they will verify this in the department. This verification process will be done by the **incharge faculty member for RTMNU absorbed students.**
3. After verification students will pay the exam fees and submit the form in the department.
4. Following format must be filled for these students (in descending order of semester) and signed by student, concerned faculty member and HOD and submitted to COE office with the exam form.

RTMNU subject	Sem	Equivalence subject in autonomy	Sem	FORGO (YES/NO)

(T. G. Arora)
Controller of Examinations