

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

No. RCOEM/COE/2016/2086

Date: 31.12.2016

**NOTICE**

**EXAM FORM SUBMISSION FOR MAKE-UP WINTER Ex-2016 (MW2016-Ex) EXAMINATION**

**For Ex and DC Students**

**I, III, V and VII sem B.E. (All Branches); I and III sem M.Tech. (All Programmes);**

**I, III and V sem MCA; I, III, V and VII sem MBA (Int); I and III sem MBA**

For the **End Semester Make-up Winter Ex 2016 examination (MW2016-Ex)** the process of exam form submission will start from **2<sup>nd</sup> January, 2017**. For this exam all **students enrolled in GEMS** will submit the exam form through GEMS. The **last date** for exam form submission is **5<sup>th</sup> January, 2017** and **with late fees (Rs. 300/day)** it is **9<sup>th</sup> January, 2017**. **Students will not be allowed to submit the exam forms after this date.** 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 Make-up Winter Ex 2016 (MW 2016-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.
- 7) Submit Exam form along with Payment Receipt and self attested grade card of same semester to the Account section.

**NOTE:**

**All the DC students (not registered in GEMS) of above courses** should submit the exam form manually. Submit Exam form along with the fees and self attested gazette of the result (available on College web site) to the Account section. The **last date** for exam form submission is **5<sup>th</sup> January, 2017** and **with late fees (Rs. 300/day)** it is **9<sup>th</sup> January, 2017**. **Students will not be allowed to submit the exam forms after this date.**

(T. G. Arora)  
Controller of Examinations