

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

No. RCOEM/COE/2017/2196-E

Date: 15.09.2017

NOTICE

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

For the End Semester Winter 2017 examination the process of exam form submission will start from **18th September, 2017**. Due **dates are as under** for exam form filling and submitting:

- ❖ **25th September, 2017** without late fees
- ❖ **29th September, 2017 with late fees** of Rs. 300/ per day
- ❖ **5th October, 2017 with late fees** of Rs. 500/ per day
- ❖ ***Students will not be allowed to submit the exam forms after 5th October, 2017.***

Exam form submission process is as under:

1. Students will fill the examination form off line. These **students will fill a single form irrespective of the number of examinations they are appearing**. However, the fees will be collected according to the number of examinations 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**. 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)

3. After verification pay the exam fees.
4. Submit the form along with the above format and copy of payment receipt in CoE office.

(T. G. Arora)
Controller of Examinations