

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

No. RCOEM/COE/2017/2238

Date: 22.12.2017

NOTICE

EXAM FORM SUBMISSION FOR MAKE-UP WINTER EX-2017 (MW2017-EX) EXAMINATION

For EXand 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, VII and IX sem MBA (Int); I and III sem MBA

For the **End Semester Make-up Winter EX 2017 examination (MW2017-EX)** the process of exam form submission will start from **26nd December, 2017**. For this examination all **students enrolled in GEMS** will submit the exam form through GEMS. The **last date** for exam form submission is **30th December, 2017, with late fees (Rs. 300/day)** it is **2nd January, 2018** and with **super late fees (Rs. 500/day)** it is **5th January, 2018**. **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 2017 (MW 2017-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) Keep Examination form along with Payment Receipt as a proof of submission with you.

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 **30th December, 2017, with late fees (Rs. 300/day)** it is **2nd January, 2018** and with **super late fees (Rs. 500/day)** it is **5th January, 2018**. **Students will not be allowed to submit the exam forms after this date.**

(T. G. Arora)
Controller of Examinations