

SHRI RAMDEOBABA COLLEGE OF ENGINEERING & MANAGEMENT, NAGPUR.

(An Autonomous College of Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur)

No. RCOEM/COE/2018/2363-2

Date: 06.09.2018

NOTICE

EXAM FORM SUBMISSION FOR BACKLOG SUBJECTS (ALL UG PROGRAMMES AND ALL NON-CBCS PG PROGRAMMES) FOR REGULAR WINTER 2018 EXAMINATION (RW2018)

For the **End Semester Winter 2018 examination** the process of exam form submission for backlog subjects will start from **10th Sept., 2018**. 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:**

- ❖ **15th Sept., 2018** without late fees
- ❖ **18th Sept., 2018** with late fees of Rs. 300/ per day
- ❖ **20th Sept., 2018** with late fees of Rs. 500/ per day

Students will not be allowed to submit the exam forms after 20th Sept., 2018.

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 2018 EX (RW 2018 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 2018 (RW2018) will **NOT** be conducted for

- (a) BE Sem I and Sem II (old - 2017-18 Scheme).
- (b) BE Sem IV.
- (c) M. Tech Sem II
- (d) MBA Sem II
- (e) MCA Sem II/IV
- (f) 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 2019 (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