

Greater Kolkata College of Engineering and Management, Baruipur

Notice on Form fill-up for Regular & Backlog Students for Odd Semester Examinations 2023-24

GKC/PRIN/EXAM.-N/029/23

Date-20/11/2023

The form fill up for the 5th, 7th semester regular and backlog students, following all advisories and guidelines of different bodies in the present situation for the interest of the students and all concerned are advised to follow the steps for application /form fill-up for the same as per following.

1. Application form would be available in college login for all enrolled of 5th and 7th semester regular and backlog students of UG and PG program for issuance to the eligible students.
2. On release of the online forms by the colleges concerned, students can submit the application online from their login. In case, there is problem of connectivity, college admin can submit the application on the basis of request from the student.
3. Upon submission of the forms, the students will be able to submit their examination fees online through different methods available. In case of non-availability of online payment facility with the students, provision would be available to pay the fees of the students by the colleges as earlier.
4. The regular and backlog form have to be filled up separately by the students.
5. After payment of the fee(s) student must download the form for future reference.
6. Process of collection of signed forms would be taken care by the colleges, and such forms need to be submitted to the University in due course of time, if required, as per intimation for the same.
7. After submission of the fee, the admit cards will be generated online in the student login.
8. The following would be different dates for different activities for the above mentioned purpose.

Dates for fill-up for 5th & 7th semester 2023-24 regular and backlog students.

21/11/2023	Commencement of issuance of forms by the College and submission of application form and fees by the candidate
23/11/2023	Last date of issuance of forms by the colleges
24/11/2023	Last date for online submission of the form and fees by the students
30/11/2023	Tentative date for generation of admit Card

Fees for each candidates: Regular: 1200/-Back paper per semester: 1000/-

Das
20/11/23

Prof. (Dr.) Mahuya Das
Principal

PRINCIPAL
Greater Kolkata College of
Engineering & Management

Copy to:

1. Convener, Examination Cell
2. All HODs' - To inform all students.
3. Asst. Registrar
4. Accounts Section
5. Registrar section
6. Notice Board
7. Mr. Rajarshi Chakroborty- Pl. upload in website