

Important Points For Filling Examination Form.

- 1. Do not wait for last date of submission of examination form;**
- 2. Mention student name as per your XIIth mark sheet only. (College will not be responsible in case of any wrong name, spelling mistakes etc.)**
- 3. To check and confirm name, PRN No., all subjects with backlog subjects, if any, are mentioned in Exam. Form especially in case of **Special subjects** like Foreign Language, Finance and Marketing etc. (Not for First Year students);**
- 4. From 4th Sem. To 6th Sem. Online Examination Form, PRN No. should be correct which mentioned on right hand corner of **University Mark sheet**;**
- 5. If any subject is not showing or any excess subjects are showing in form, Please inform in the office immediately;**
- 6. Please write **Class and Roll No.** at Right Hand Corner of Exam. Form;**
- 7. To enclose **Xerox copy** of last examination mark sheet & **XIIth mark sheet** for all classes of students;**
- 8. Examination form should be **signed by student**;**
- 9. Please bring exact amount of examination fees which is convenient for office and student;**
- 10. **ID card** is necessary while submitting the examination form.**