

Our Ref: PCMT/Registrar/WBUT-Exam/1752/2017

Dated: 03.05.2017

Important Notice to the students for filling-up of Examination Form for Even Semester University Examinations, to be held in May-June 2017.

This is being notified to all the eligible regular & backlog students for filling-up of Online Examination Form (Form will be available in the University website: www.makautexam.net) for Even Semester (2nd, 4th, 6th, 8th Semesters) University Examinations for all UG & PG courses between the periods from **28th April 2017 to 10th May 2017**.

All eligible regular students are hereby being advised to submit print-out of filled-in Examination Form along with following documents to their respective Batch Coordinator latest by 5 P.M. of 11.05.2017, for their Even Semester University Examinations scheduled to commence (practical exam) from 25th May 2017:-

- 1) Filled in Attendance Clearance Form (Form will be available from Xerox Centre at PCMT Building from 03.05.2017) to be endorsed by their respective Batch Coordinator;
- 2) Filled in A/C's Clearance Form (Form will be available from Xerox Centre at PCMT Building from 03.05.2017) to be endorsed by Batch Coordinator & A/C's Section;
- 3) Money receipt towards submission of Examination Fee (Rs. 1000/- & Rs. 800/- for regular and backlog students respectively) to our A/C's Section - Fees will be received by our A/C's section from 04.05. 2017 to **4.30 P.M. of 10th May 2017** only.

All eligible students of PG & UG courses are also advised to clear current semester fee and hostel fee (wherever applicable) along with their back-log semester fees (if any) urgently by **10.05.2017** with applicable late fee as otherwise their filled-in Examination Form will not be received by their respective Batch Coordinator.

It is being reiterated that students will not be allowed to appear in their Even Semester University Examinations in case they fail to obtain 75% (Min) class attendance based on the classes to be held up to 20th May 2017.

It is further being notified that all the UG & PG students should attend their classes regularly up to 20.05.2017 i.e. the closing date of current academic session of 2016-2017.

(M.N. Pal)

Registrar,

Pailan College of Management & Technology.

03.05.2017

To: I) Class Circulation (including Lab. Classes) of PCMT, B.Tech., PGDM & PSIS Buildings; **II)** Notice Board of PCMT, B.Tech., PGDM & PSIS Buildings; **III)** All Hostel Notice Boards.

CC: 1) Chairman; **2)** Joint Chairperson; **3)** Vice Chairperson; **4)** Director General; **5)** Emeritus Prof. & OSD; **6)** Principal-PCMT; **7)** Director (A&P)-PSIS; **8)** HOD/Coordinator-B. Tech. (CSE, EEE, ECE & Civil) BA, CA & Health Science - Please inform all Batch Coordinators to advise their students to attend classes regularly up to 20.05.2017; **9)** Asstt. Registrar (A & E); **10)** Asstt. Controller of Exams; **11)** System Executive - Please up load this notice in our College website; **12)** Accountant;