No. F-(23)/EXAM-CONDUCT/2019-20/5.216/   Dated: 07.05.2020

B. Tech., BHMCT, B. Arch. & MCA (Main, Back & ReBack) Exam

The Director/Principal
All Affiliated Colleges/Institutions
UNDER JURISDICTION OF RTU, Kota

Sub:- The schedule for filling up online examination forms for B. Tech., BHMCT, B. Arch. & MCA II & IV semester (Main & Back) exam and improvement of midterm/sessional examination forms for the same semesters (Back) exam 2019-20.

Dear Sir/Madam,

       With reference to the subject cited above, the schedule for filling up online examination forms for B. Tech., BHMCT, B. Arch. & MCA II & IV semester (Main & Back) exam and improvement of midterm/sessional examination forms for the same semesters (Back) exam 2019-20 is as below:-

Sr. No.	Name of Class/ Semester Exams.	Permitted Batches (Enrolment Year)	Exam fee (in Rs.)	Dates for filling up online exam forms	Last Dates for online fee payment (for Colleges only)
1.	B. Tech. and BHMCT II & IV Semester (Main & Back) Examination 2019-20	2012 (LEEP-2013) and onwards admitted batches	Examination fee of Rs. 1600/- for Main exam and Rs. 600/- per back paper/ subject up to maximum fee of Rs.1600/- for back papers per candidate. In addition to Rs. 120/- per paper for Improvement in midterm/sessional exam.	With Normal Fee: w.e.f. 08.05.2020 to 23.05.2020	Up to 27.05.2020
2.	B. Arch. II & IV Semester (Main & Back) Examination	2010 and onwards admitted batches	-do-	-do-	-do-
3.	MCA II & IV Semester (Main & Back) Examination	2014 and onwards admitted batches	Examination fee of Rs. 1900/- for Main exam and Rs. 600/- per back paper/ subject up to maximum fee of Rs. 1900/- for back papers per candidate. In addition to Rs. 300/- per paper for Improvement in midterm/sessional exam.	-do-	-do-

Note:-

1. **Under this Covid-19 outbreak, our main focus is on conduction of examinations in time. So, it is essential to complete all related activities including exam form filling, identification of examinees and other allied work within time.**

2. **One more chance (with normal fee) may be given for completing the above activity, if lockdown continues after 17th May. Duration of availability of online link shall be informed after normal office working is restored. But it must be noted that the additional chance will be of very short span, so kindly make full efforts to connect all students and fill examination forms within this schedule. Please ensure to update all forms and deposit fee on due date for all such candidates who have deposited fee to college in time. Do not wait for remaining students.**

3. Students of **not permitted batches** are not eligible to appear in forthcoming even semester (Back) examinations session 2019-20 due to completion of permitted course duration. Therefore, you are requested to ensure that no exam form of such student should be filled/forwarded to RTU.

4. No separate/off-line form for improvement in midterm exam will be accepted.

5. Candidates appearing in Back paper examination and desirous to improve their performance in midterm/sessional paper, are required to fill improvement option with their relevant back paper (s) examination form. If improvement option is not chosen his/ her earlier performance shall automatically carry forward.

6. The University has adopted mode of payment of above fee through ON-LINE net banking payment system. The Payment shall not be accepted through other physical modes (viz. DD/Challan) for which an office order has already been issued and sent to all institutions as well as published on RTU web site (i.e. www.rtu.ac.in). Further, you are required to send the copy of on-line fee paid Challan/s along with list of students (system generated) to the office of Controller of Examination, RTU, Kota within 10 days from the last date of filling up the exam forms.

(Prof. Dhirendra Mathur)
Controller of Examinations

Copy to:-

1. P.S. to HVC, RTU, Kota
2. Dean- F. A., RTU, Kota
3. DDO, RTU, Kota
4. Data Processing Agency, RTU, Kota
5. Student Help Line, RTU