



Rajasthan Technical University, Kota

Rawatbhata Road, Akelgarh Kota – 324010
Ph No.-0744-2473014, 2473931 email- examconduct@rtu.ac.in

No. F-(23)/EXAM-CONDUCT/2024-25/5.216/ 865-74

Dated: 3/05/2025

PHASE-III

1. Dean, Faculty Affairs
University Departments (UD), RTU, Kota
2. Director/Principal
All Affiliated Colleges/Institutions
UNDER JURISDICTION OF RTU, Kota

Sub:- Schedule for filling up online examination forms for Even Semesters (Main & Back/Mercy Back) exams and improvement of midterm/sessional examination forms for Even Semester (Back/Mercy Back) Examinations 2024-25 (Phase-III).

Dear Sir/Madam,

With reference to the subject cited above, the schedule for filling up online examination forms for even semester (Main & Back/Mercy Back) exams and improvement of midterm/sessional examination forms for even semester (Back/Mercy Back) examinations 2024-25 (Phase-III) of following classes/semesters as mentioned below:-

Sr. No.	Name of Class/ Semester Exams.	Permitted Batches (Enrolment Year)	Exam fee (in Rs.)	Dates for filling up online exam forms	Last date for online fee payment (only for colleges)
1	2	3	4	5	6
1.	BBA II & BCA II (Main) Examination 2024-25	All admitted batches	Exam fee Rs. 2200/- for Main exam and Rs. 850/- per Back paper up to maximum fee of Rs. 2200/- for back papers. In addition to above fee Rs. 170/- per paper for Improvement in midterm /sessional examination.	Normal/Single fee: w.e.f. 05.05.2025 to 28.05.2025 Double fee: Up to 04.06.2025 Triple fee: Up to 09.06.2025 Four times fee: Up to 13.06.2025	Up to 30.05.2025 Up to 05.06.2025 Up to 10.06.2025 Up to 13.06.2025
2.	MBA, MCA & M. Tech. IV Semester (Main & Back/Mercy Back) Examination 2024-25	2020 and onwards admitted batches only	Examination fee of Rs. 5250/- for main exam (Rs. 2500/- for examination conducted per semester + Rs. 1750/- Thesis/Project work + Rs. 650/- for Provisional Certificate, Consolidated Mark sheet & Degree and Rs. 350/- for Migration certificate). Examination fee of Rs. 850/- per back paper/ subject up to maximum fee of Rs. 2500/- for back papers per candidate. In addition to above fee Rs. 450/- per paper for Improvement in midterm /sessional examination.	-do-	-do-
3.	MBA II & MCA II Semester (Main & Back/Mercy Back)	2020 and onwards admitted batches only	Exam fee Rs. 2500/- for Main exam and Rs. 850/- per Back paper up to maximum fee of Rs. 2500/- for back papers.	-do-	-do-





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	Examination 2024-25		In addition to above fee Rs. 450/- per paper for Improvement in midterm /sessional examination		
4.	MCA (three years course) II/IV/VI Semester(Back/ Mercy Back) Examination 2024-25	2018 (2019 lateral entry) and onwards admitted batches only	-do-	-do-	-do-

Note:-

1. The University has granted a Mercy Chance vide its order no. F(23)/EXAM-CONDUCT/2024-23/5.222/6413-29 dated 25.09.2024 to students who could not completed their degree/course with in stipulated time period i.e. double the course duration. Such students are also eligible to fill exam form(s) and to appear in forthcoming university examinations 2024-25.
2. Students of permitted batches as mentioned in column no. 3 of above table are eligible to appear in forthcoming University examination 2024-25, **other batches students are not eligible to appear in forthcoming examinations of session 2024-25 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.**
3. No separate/off-line form for improvement in midterm exam will be accepted.
4. 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.
5. 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. Vivek Pandey)
Controller of Examination

Copy to:- for information and necessary action please

1. P.S. to HVC
2. Chairman, Exam, UD, RTU, Kota
3. Associate COE, RTU, Kota
4. Assistant COE, RTU, Kota/Secrecy-I (QP)
5. AR (Exam Secy.-II), RTU, Kota
6. AR (Exam Conduct), RTU, Kota
7. Web Master, RTU, Kota
8. Data Processing Agency, RTU, Kota
9. Student Help Line, RTU, Kota

(Satya Pal Yadav)
Assistant Registrar (Exam)