

## **REGISTRATION FOR EXAMINATION**

Applications for Registration for each examination will be received from the Head of Institutions in the prescribed form (given in the Web site) in accordance with the Notification of each examination on the prescribed dates. Both Regular & Supplementary students should submit applications to concerned who will send the same to this office along with nominal list sorted year/semester wise and Branch wise, Scheme wise. Supplementary candidates who want to appear for practical subjects alone also should submit application for registration in the prescribed format. Students who need not remit fee are not exempted from submitting application in the prescribed date. Hence all students who submit application late in the office even if they enjoy fee concession are liable to pay fine for late submission.

If a candidate Register for the subjects under the scheme already discontinued, such applications should not be accepted by the Head of Institution. If such a candidate attends any subject, by mistake along with the students of the existing scheme, such appearance will be treated as cancelled for want of Notification of his own exam. Candidates belonging to discontinued scheme are eligible to attend exam only after the issue of orders permitting them to appear for equivalent subjects, if any, under the existing scheme. Registering for exams for which Notification is not published is a malpractice. As per the existing system maximum no of chances allowed to appear for each end semester examination is limited to four. Hence registering for an examination beyond four chances is a malpractice, it being against the rules.