All students of the UG (2015-16 admission batch) 6th Semester, UG (2016-17 admission batch) 4th & 6th Semester & PG (2016-17 admission batch) 4th Semester & PG (2017-18 admission batch) 2nd & 4th Semester are advised to fill up their Back / Improvement forms for the forthcoming Odd Semester Examinations from 06.03.2020 to 16.03.2020 at Counter No. 7.

**Students were requested to make the PAYMENT at Counter No. 5**

### For UG Courses

1. Back paper Examination fee for Arts/Science/Commerce:
   - Rs. 120/- upto two papers
   - Rs. 180/- for three papers
   - Rs. 240/- for four papers
   - Rs. 300/- maximum

2. Back Paper Examination fees for BBA/IST/ITM/IMBA:
   - Rs. 120/- for one paper
   - Rs. 240/- for two papers
   - Rs. 360/- for three papers
   - Rs. 480/- for four papers
   - Rs. 600/- for five papers
   - Rs. 720/- maximum

### For PG Courses

1. Back paper Examination fee for Arts/Science/Commerce:
   - Rs. 120/- minimum
   - (Subsequent addition of Rs. 60/- per paper)

2. Back Paper Examination fees for MCA /Comp.Sc./ ETC/IMBA
   - M.Sc(ITM), MJMC, M.Sc(Biotech), MBA, RD,ENT:
   - Rs. 120/- for one paper

1. Students are required to fill up their forms duly checked by the respective HODs and deposit the same along with the copy of the Money receipt of requisite fees at Counter No. 7

2. Candidates are advised to paste two passport size photographs, one in the main form and another in the Admit Card in the space provided for the purpose (the verifying officers are also requested to attest the photographs of the candidates on the front side with seal at the time of checking of the form and admit card)

3. The students are required to bring previous semester original mark sheet/admit card, HSC certificate and the Xerox copies of the same at the time of verification of forms.

*Thereafter, the date of form fillup shall not be extended under any circumstances.*

By Order

Controller of Examinations

Memo No 237 / Date 28.02.2020

Copy to All Heads of the Departments/ CCD/ DSW/ CoF/ Course Coordinators of All Professional Courses/ Registrar/ Prof. L. Samanta, OIC, System/ University Website/ All Notice Boards/ All Hostel Notice Boards/ OS/ HC/ Collection Counter/ Counter No. 5/ All Sections/ PA to VC for information.

Controller of Examinations
Ravenshaw University, Cuttack