

NOTICE

SU/Exam.-154/24-25

7th April 2025**Registration of 2nd Sem. B.Tech. (Back) Repeat Mid-Term Examination
2024-25.**

The Repeat Mid-Term examination for 2nd Sem. B.Tech. (Back) will be conducted as per the schedule which will be notified in due course.

Students who have remained absent in the Mid-Term examination under genuine reason in one or more subjects, must apply for permission to appear the Repeat Mid-Term examination from **Dt: 07.04.2025 to Dt: 12.04.2025**. The application form is uploaded in the DMS. The registration fees for the said examination is Rs.250/- per subject.

The filled-in application form (along with supported documents) after approval of Dean (Instruction) needs to be submitted in the examination section on or before **12.04.2025 (5:00 PM)** to complete the registration process.

Students will not be allowed to appear in the examination without registration.

**Controller of Examinations**

CC to: Notice Board, FIC (ERP), Dean (Instruction), Dean (Student Affairs), All HOD& Accounts Section.

**APPLICATION FOR PERMISSION TO APPEAR
REPEAT MID-TERM EXAMINATION**

 Name of Student _____ SIC No:

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Registration No: _____ Semester _____ Branch _____ Section _____ Group _____

Subject(s) in which Regular Mid-Term Examination was missed:

Subject Code	Subject Name	Date/Time of Missed Mid-Term	Attendance %	Reason of Absence

List of Supporting Documents Attached: *(In case of photocopies, originals must be produced to FA for verification)*

- | | |
|----------|----------|
| 1. _____ | 2. _____ |
| 3. _____ | 4. _____ |

I do hereby declare that the above mentioned details are correct and true to the best of my knowledge and belief. I also certify that the documents I have attached with this application are authentic and I can produce the originals whenever required. I undertake that if any document is found to be false or forged, I may not be permitted to appear for the Repeat Mid-Term Examination.

 Date: _____ _____
Full Signature of the Student

[FOR OFFICE USE ONLY]

Recommendation by Faculty Advisor:
(Reason for missing the Regular Mid-Term Examination and Current Attendance % must be verified before recommending)

Signature of Faculty Advisor

Recommendation by HOD Signature of HOD	Accounts Clearance Accounts Section
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Approval of Dean (Instruction):

Subjects Allowed _____ Subjects NOT Allowed _____

Signature of Dean (Academics)