



BABA GHULAM SHAH BADSHAH UNIVERSITY RAJOURI (J&K)

No. BGSBU/DCE/25/105

Date: 11-08-2025

I/ c Principal
University Polytechnic
BGSB University, Rajouri

Subject: - Submission of online Examination Application Forms for odd semesters (III & V) Examinations to be held in December, 2025.

Sir,

In continuation to the circular issued by the Academic section vide No. BGSBU/Acad/25/1068 dated: 06-08-2025, you are communicated to direct all the students to fill in Online Examination Application Forms through **SAMARTH Portal / Online Mode** within 20 days w.e.f 12-08-2025 to 31-08-2025 for III & V Semesters of all programme of Diploma Engineering. Thereafter the late fee shall be charged as per Statutes which is reproduced as under:-

- i) for first count of 15 days delay after the last date prescribed for receipt of form / fee or both Rs. 100/-
- ii) for another count of 15 days delay after the expiry of last date with late fee of Rs. 100/- Rs. 150/-
- iii) an additional late fee after the expiry of last date with late fee of Rs. 150/- Rs. 25/- per day up to 10 days before the commencement of examination.

Thereafter, with a late fee of Rs. 2000/- up to 5 days before the commencement of examination and with further late fee of Rs. 3000/- with special permission of the Vice Chancellor up to 2 days before the commencement of examination.

Deputy Controller of Examinations

Copy to the:-

1. I/c Controller of Examinations
2. HVC office for kind information of Hon'ble Vice Chancellor.
3. Nodal Officer, SAMARTH.
4. I/c University websites
5. Office copy