

Date:-13/10/2023

Ref: Exam/W2023/ExamForms/27

## Circular

### Dates Extended: Instructions to fill Exam Forms for Winter -2023 End Semester Examination

#### SEMESTER 2<sup>nd</sup>,4<sup>th</sup>,6<sup>th</sup> & 8<sup>th</sup> (Remedial)

To make the examination system more reliable, transparent and accountable and to promote the digitalization in the system, Silver Oak University (SOU) has taken a step forward for it's students through online end semester exam form filling with given link and pay their exam fees through a digital gateway.

#### **Instructions:**

1. For filling exam form and payment student has to visit below given link.
2. Kindly refer instruction / guideline.
3. A student has to strictly follow the exam form schedule as per Table –A.
4. For any query regarding the exam form kindly contact your HOD/Class coordinator only.
5. If student finds any mismatch in name, enrolment no, subject code, subject name and any other details, they have to immediately contact their respective HOD / Class coordinator.
6. **Link or QR Code for filling Remedial Exam Form & End Semester Exam Fees payment:-**



Table – A

| Sr.No. | Description                             | Penalty Type                     | Start and End Date              | Exam Fees (Rs.)<br>Exam Fee + Penalty = Total Fees |
|--------|---|----------------------------------|---------------------------------|--|
| 1.     | Exam Form for Semester 2/4/6/8 Remedial | Without Penalty                  | 11/09/2023 to 24/09/2023        | 1000/-   |
| 2.     |   | Penalty Phase-I                  | 25/09/2023 to 01/10/2023        | Exam Fees + Rs 500 penalty                         |
| 3.     |   | Penalty Phase-II                 | 02/10/2023 to 08/10/2023        | Exam Fees + Rs 1000 penalty                        |
| 4.     |   | <b>Extended Penalty Phase-II</b> | <b>09/10/2023 to 13/10/2023</b> | Exam Fees + Rs 1000 penalty                        |
| 5.     |   | <b>Extended Penalty Phase-II</b> | <b>14/10/2023 to 23/10/2023</b> | <b>Exam Fees + Rs 1000 penalty</b>                 |

#### **Note: -**

- 1) No request will be granted to accept Late Exam Form after 23/10/2023.
- 2) For backlog in any component, it is mandatory for the student to fill the examination form.  
(કોઈ પણ કોમ્પોનેન્ટ મા બેકલોગ હોય તો પણ વિદ્યાર્થીએ ફરજિયાત પણે પરીક્ષાનું ફોર્મ ભરવાનું રહેશે.)

Sd/- Controller of Examination