

Date:-07/10/2023

Ref: Exam/W2023/ExamForms/25

## 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:-**  
<https://studentportal.silveroakuni.ac.in/UMSStudents/login.aspx>



Table – A

Sr.No.	Description	Penalty Type	Start and End Date	Exam Fees (Rs.) 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

Note: -

- 1) No request will be granted to accept Late Exam Form after 13/10/2023.
- 2) For backlog in any component, it is mandatory for the student to fill the examination form.  
(কোর্স পড়া কম্পোনেন্ট বা বেকলগ ছাড়াই তথ্য বিধার্থীকে প্রস্তুত পড়া পরীক্ষা অনুষ্ঠান করতে হবে।)

Sd/- Controller of Examination