

## Circular

### Instructions to fill END SEMESTER Exam Forms for Winter -2024

#### REGULAR/REMEDIAL SEMESTER 1

#### **[Only For B.A.(HONS),B.Des & D.Des]**

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.	<b>REGULAR/ REMEDIAL SEMESTER-1</b>	Without Penalty	15/11/2024 to 15/12/2024	2500/- for Regular 1000/- for Remedial
2.		Penalty Phase-I	16/12/2024 to 22/12/2024	Exam Fees + Rs 500 penalty
3.		Penalty Phase-II	23/12/2024 to 25/12/2024	Exam Fees + Rs 1000 penalty

#### **Note: -**

- 1) No request will be granted to accept Late Exam Form after 25/12/2024.
- 2) Those students who have back log only in Mid (CIE -Theory), Internal (CIE – Practical) and V (ESE – Practical) component, will have to fill the exam forms without fails.

**Controller of Examinations**