



# KIIT UNIVERSITY, BHUBANESWAR-24

(Decld. U/S 3 of UGC Act, 1956)

## OFFICE OF THE CONTROLLER OF EXAMINATIONS

Ref. KIIT-U/Exam –Enrolled/ 15615 /17

Date: 07.04.17

**Sub: - Payment of examination fees & enrollment for Spring End Semester Examination-2017**

The payment of Examination fees (Rs.1000/- for regular subjects) & enrolment to appear Spring End Semesters Examination-2017 for students of Schools of Mass Communication. shall be notified are as per the following schedule.

**The students unless clear any pending University dues, the SAP portal/offline action for them may not be active on the following steps for examination booking**

### (A) SMC. 2<sup>nd</sup> Semesters (Regular )

Action	Mode	Date	Contact person in case of any Problem
Booking of the subjects & Payment of Examination Fees	Student Self Service Portal	(1) 08.05.2017 - 10.05.2017 (Without Fine)	Examination Coordinator
	Student Self Service Portal or by depositing the requisite amount at the Accounts Counter of respective School	(2) 11.05.2017- 12.05.2017 (with fine Rs 50/-)	
		(3) 15.05.2017-16.05.2017 (with fine Rs 500/-)	
		(4) From 17.05.2017 onwards (with fine @ Rs.500/- per day)	
Downloading Admit card	Student Self Service Portal	19.05.2017 onwards	Examination Coordinator of respective School <u>along with copy of money receipt</u>

Sd/  
**Controller of Examinations**