



KIIT UNIVERSITY, BHUBANESWAR-24

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

OFFICE OF THE CONTROLLER OF EXAMINATIONS

Ref. KIIT-U/Exam –Enrolled/16201/17

Date:27.07.2017

Sub: - Payment of examination fees & enrollment for Supplementary Examination-2017 .

The payment of Examination fees (Rs.200/- per backlog subject) & enrollment for Supplementary Examination-2017 are as per the following schedule.

The students unless clear any pending University dues and semester pre-registration on the SAP portal for them may not be active on the following steps for examination booking

(A)LL.M (1st & 2nd Semester)

(B) BA .LL.B,BBA LL.B & BSc (1st ,2nd ,3rd 4th ,5th 6th, 7th & 8th Semester)

Action	Mode	Date	Contact person in case of any Problem
Booking of the subjects & Payment of Examination Fees	Student Self Service Portal or by depositing the requisite amount at the Accounts Counter of respective School	(1) 05.08.2017 - 10.08.2017 (Without Fine) (2) 11.08.2017 - 12.08.2017 (with fine Rs 50/-) (3) 14.08.17 (with fine Rs 500/-) (4) From 14.08.17 onwards (with fine @ Rs.500/- per day)	Asst COE of respective School
Downloading of Admit Card	Student Self Service Portal	From 14.08.2017 onwards	

(C)BA .LL.B,BBA LL.B & BSc (1st ,2nd ,3rd 4th ,5th 6th, 7th & 8th Semester) for 2009,2010 & 2011 AB

- 05.08.2017 to 14.08.2017 filling up the hard copy form available in the respective School.
- Payment of requisite fee at cash counter of respective school/Accounts section, Chintan building

The consolidated list for category (C) must reach office of the Controller of Examinations **on or before 14.08.2017(17.00 Hrs)** (so that Admit Cards of eligible students may be issued to the Head of the school.

Sd/-
Controller of Examinations