



KIIT UNIVERSITY, BHUBANESWAR-24

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

OFFICE OF THE CONTROLLER OF EXAMINATIONS

Ref. KIIT-U/Exam –Enrolled/ 16473 /17

Date:11.10.17

Sub: - Payment of examination fees & enrollment for Autumn End Semester Examination-2017 in Regular & Back paper courses.

The payment of Examination fees (Rs.1000/- for regular subjects and @Rs.200/-backlog subject) & enrollment to appear Autumn End Semesters Examination-2017 may please be notified as per the following details for information of students.

It is also to be notified that, the SAP portal/offline action for students may not be active for examination booking unless University dues is cleared.

(A) B.A.LL.B, BBA.LL.B & B.SC.LL.B & LL.M(1st Semester)

(B) B.A.LL.B, BBA.LL.B & B.SC.LL.B (3rd,5th ,7th & 9th Semester)

Action	Mode	Dates (A)	Dates (B)	Contact person in case of any Problem
Booking of the subjects & Payment of Examination Fees	Student Self Service Portal	(1) 26.10.2017 - 02.11.2017 (Without Fine)	(3) 20.11.2017- 27.11.2017 (Without Fine)	Asst COE of respective School
	Student Self Service Portal or by depositing the requisite amount at the Accounts Counter of respective School	(2) 03.11.17 - 04.11.17 (with fine Rs 50/-)	(4) 28.11.17 - 29.11.17 (with fine Rs 50/-)	
		(3) 06.11.17 - 07.11.17 (with fine Rs 500/-)	(3) 30.11.17 - 01.12.17 (with fine Rs 500/-)	
		(4) From 08.12.17 onwards (with fine @ Rs.500/- per day)	(4) From 02.12.17 onwards (with fine @ Rs.500/- per day)	
Downloading Admit card	Student Self Service Portal	8 th November 2017 onwards	2 nd December 2017 onwards	Asst COE of respective School along with copy of money receipt

(C) B.A.LL.B, BBA.LL.B & B.SC.LL.B (2011 Admitted Batch and Previous) and Ph. D. Course Work:

- As per above mentioned dates 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 8th November 2017 for(A) & 2nd December 2017 for (B) respectively** so that Admit Cards of eligible students may be issued to the Head of the school.

Controller of Examinations



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Action	Mode	Dates (A)	Dates (B)	Contact person in case of any Problem
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	Student Self Service Portal or by depositing the requisite amount at the Accounts Counter of respective School	(6) 03.11.17 - 04.11.17 (with fine Rs 50/-)	(8) 28.11.17 - 29.11.17 (with fine Rs 50/-)	
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