



KIIT UNIVERSITY, BHUBANESWAR-24

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

OFFICE OF THE CONTROLLER OF EXAMINATIONS

Ref. KIIT-U/Exam –Enrolled/ 15612 /17

Date:06.04.17

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

The payment of Examination fees (Rs.1000 for regular subjects and Rs.200/backlog subject) & enrollment for Spring End Semesters 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) M.Sc. Biotechnology & M.Sc. Applied Microbiology (2nd Semester)

(B) B. Tech and M.Tech Biotechnology (Dual Degree) (2nd , 4th ,6th & 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) 17.04.2017 - 24.04.2017 (Without Fine) (2) 25.04.17 - 26.04.17 (with fine Rs 50/-) (3) 27.04.17 (with fine Rs 500/-) (4) From 28.04.17 onwards (with fine @ Rs.500/- per day)	Asst COE of respective School
Downloadin g of Admit Card	Student Self Service Portal	From 27.04.17 onwards	

Controller of Examinations

CC: Director /Dean(SBT)

CC: Head of Documentation Cell for posting in the KIIT Web-Site/ EDP 1 & 2/EAM Division to activate SAP Portal

CC: Registrar for kind information

CC: PS to Vice-Chancellor for kind information of Vice-Chancellor

CC: AO to Chancellor for kind information of Chancellor

CC: AAO, O/o The Founder, KIIT- for kind information of the Hon'ble Founder