



**OFFICE OF THE CONTROLLER OF EXAMINATIONS**

Ref: KIIT-U/Exam-Enroll/16442/17

Date:27.09.17

**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.Tech & M.Tech,MCA&BCA: All Semesters**

Action	Mode	Date	Contact person in case of any Problem
Booking of the subjects & Payment of Examination Fees	Student Self Service Portal	(1) 01.11.2017 - 08.11.2017 <b>(Without Fine)</b>	Dy COE/Asst COE of respective School
	Student Self Service Portal or by depositing the requisite amount at the Accounts Counter of respective School	(2) 09.11.17 - 11.11.17 <b>(with fine Rs 50/-)</b>	
		(3) 13.11.17 - 14.11.17 <b>(with fine Rs 500/-)</b>	
		(4) From 15.11.17 onwards <b>(with fine @ Rs.500/- per day)</b>	
Downloading Admit card	Student Self Service Portal	<b>15<sup>th</sup> Nov,2017</b>	Dy.COE/Asst COE of respective School <u>along with copy of money receipt</u>

**(B) B.Tech and B.Tech Dual Degree (M.Tech-2011 Admitted Batch and Previous) and Ph. D. Course Work:**

- a. As per above mentioned dates filling up the hard copy form available in the respective School.
- b. Payment of requisite fee at cash counter of respective school/Accounts section, Chintan building

The consolidated list for category (B) must reach office of the Controller of Examinations **on or before 15.11.2017** so that Admit Cards of eligible students may be issued to the Head of the school.

Sd/-  
**Controller of Examinations**