Ref No: GTU/Exam Form/BE/S24/ 3416   Date:23-04-2024

Circular
Instructions for filling the Regular Exam Forms of
Bachelor of Engineering (Semester– 2) Summer-2024 Examination

To make examination system more reliable, transparent, accountable and to promote the digitalization in the system, Gujarat Technological University (GTU) has taken a step forward through online exam form filling with student's login id on GTU student portal and pay their fees through digital gateway.

Instructions for Institutes:

(1) If an institute rejects the exam forms of students, then such students will not get a hall ticket even though they have paid the exam form fees. The exam form fees of such students will be refunded to the student's account.

Instructions for Students:

(1) For filling the exam form and payment student has to login at https://www.student.gtu.ac.in

(2) Kindly refer Instruction Guideline for more details:-
https://www.student.gtu.ac.in/Sample/Examform_student_guide.pdf

(3) Student has to strictly follow the exam form schedule as mention in Table-A.

(4) For any query regarding exam form contact your parent institutes only. Students/Guardian are instructed not to contact University in this regard.

(5) If student find any mismatch in name, enrolment no, subject code, subject name and other details, they have to immediately contact their parent institute.

(6) If due to technical problem, payment is deducted for more than one time for single exam form and if student has not received the refund within 30 working days then please mail us at: *epay_query@gtu.edu.in*

(7) After the term ends, if an institute rejects the exam forms of regular students, then such students will not get a hall ticket even though they have paid the exam form fees. The exam form fees of such students will be refunded to the student's account.

Important Instructions:

(1) Students are informed to fill exam form and should pay the required exam fees as per the schedule mentioned in Table-A. Exam forms will not be accepted after the schedule mentioned in Table-A gets over.

Table-A

Course	Exam Form Type	Duration for filling the exam form and payment by student through student portal	Date for Reject by Institute	Penalty (Rs.)
BE (Sem – 2)	Regular	23-04-2024 to 17-06-2024	18-06-2024 to 20-06-2024	Nil
		21-06-2024 to 23-06-2024		500/-
		24-06-2024 & 25-06-2024		1000/-
		26-06-2024 & 27-06-2024		2000/-

Registrar