



Visvesvaraya Technological University

Belgaum – 590 018, Karnataka State, INDIA

Dr. H G Shekharappa
Registrar (Evaluation)

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Ref. No/VTU/Exam/2013-2014/ 1051

Date :

113 DEC 2013

NOTIFICATION

Sub: Online filing of Examination Application Forms – reg.

Online filing of examination application forms will be enabled through web based application and the same is available on www.examform.vtu.ac.in from the dates given hereunder. The college shall make arrangements to submit the application forms of all the candidates. The schedule is as detailed below:

:SCHEDULE:

Sem.	Last Dates	
	Without Penalty	With penalty of Rs.500
1 st Sem. MBA / MCA / M.Tech. / M.Arch. (newly admitted candidates)	18 th Dec. 2013 to 24 th Dec. 2013	26 th Dec. 2013 to 28 th Dec. 2013

:KINDLY NOTE THE FOLLOWING ELIGIBILITY CRITERIA:

1. Do not allow the candidates who are falling under the following category to file examination application forms:
 - a. Whose admissions are not approved by the University.
2. Do not issue the admission tickets to the candidates, even though they have filed examination application form in the following circumstances:
 - a. Having shortage of attendance,
 - b. whose admissions are not approved by the University

:ADMISSION TICKET:

1. List of students submitted shall be approved by the Principal.
2. On approval from the Principal, Admission tickets of such candidates shall be generated and a printout in triplicate shall be taken. Photograph of the concerned students shall be pasted on all the three copies.
3. The Admission tickets with photo shall be attested by the Principal/ HOD.
4. One copy of the admission ticket to be provided to the student, which will be the valid document for the students to enter into the examination hall.
5. Further, the college shall retain one copy and the other copy shall be submitted to the respective Regional Offices.
6. Admission tickets may be issued to the candidates after ascertaining the eligibility of the candidates, as indicated in eligibility criteria.

Application processing fee of Rs. 10/- per candidate may be collected, out of which colleges may deduct Rs.5/- per candidate towards application processing & printing charges and remaining Rs.5/- shall be submitted to the university along with the examination and marks card fee in a single DD within seven days from the last date.

Contents of this circular may be brought to the notice of all the concerned.

Sd/-

REGISTRAR (EVALUATION)

To, The Principals of all Engineering Colleges.

Copy FWC's to: Hon'ble Vice-Chancellor through the Sec. to VC, the Registrar, VTU Belgaum, the Finance officer, VTU, for information, Special Officers of VTU Regional Offices, for information & needful.

 13.12.13
REGISTRAR (EVALUATION)