Ref. No.: RU/COE Off./Exam/2024-25/50   Date: 11.11.2024

NOTICE

Term End Examination December-2024
MBA, MCA, LL.B., LL.M., B.Sc. and M.Sc. (Semester I)

All the students of the listed programs are hereby informed that the examination forms for the Term End Examination December - 2024 can be submitted using ERP for their regular and backlog examinations. The timeline for submission of examination forms for the above-said examination are declared as under:
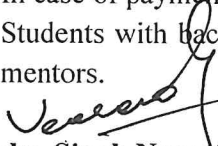
	Timelines	
Sr. No	**Description**	**Important Dates**
1	To submit examination form online through ERP without late fee	11.11.2024 – 02.12.2024
2	Last date to fill examination form with late fee (Rs/-500)	03.12.2024 – 10.12.2024
3	Download of hall ticket through ERP	16.12.2024 onwards

Instructions to Fill Examination Form

1. Login in to ERP using your ID and Password
2. Go to Result and Click on Regular Exam Form Submission (For Backlog, select Backlog Exam)
3. Select Your Exam Carefully – RU-School-Term End Exam AY24-25 Term I - Program and Semester (Odd Semester Exam) and Click on Show
4. Next, complete the payment by clicking on PayNow. (If Payment is pending, otherwise move to next step)
5. Once payment is complete, Scroll Down and Check the listed subjects/courses
6. After verifying the subjects/courses details, Click on Exam Form Submission

Kindly Note:

1. All students are advised to solve any type of concern/corrections related to the Term End Examination December-2024 on or before 02.12.2024.
2. Students are advised to download their hall tickets from ERP and take a printout of the hall ticket to appear in the examination.
3. The Examination form may not be accepted after 10.12.2024, and no claim on any ground will be entertained here in after.
4. In case of payment failures, students are advised to report the same to examination department.
5. Students with backlog from AY 2022-23 or earlier, need to collect offline forms from their respective mentors.

Veerendra Singh Nagoria
I/C Controller of Examinations
Rai University, Ahmedabad

CC To:
1	Provost Office	5	Student Section
2	Registrar Office	6	Examination File For Records
3	Dean/Principal (All School)	7	IT support (for website)
4	Account Section	8	ERP section