



KIIT UNIVERSITY, BHUBANESWAR-24

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

OFFICE OF THE CONTROLLER OF EXAMINATIONS

Ref. KIIT-U/Exam -Enrolled/ 1565(2)/17

Date: 17.04.17

Sub: - Payment of examination fees & enrollment for Spring End Semester Examination-2017 & Additional Supplementary Examination for 9th Sem 2017.

The payment of Examination fees (Rs.1000 for regular subjects and Rs.200/-backlog subject) & enrollment for Spring End Semesters Examination-2017 & Additional Supplementary Examination for 9th Sem 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) LL.M (2nd Semester)
- (B) BA .LL.B,BBA LL.B & BSc (2nd , 4th ,6th & 8th Semester)
- (C) BA .LL.B,BBA LL.B & BSc (9th Semester) for 2009,2010,2011 & 2012 AB

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) 24.04.2017 - 01.05.2017 (Without Fine) (2) 02.05.17 - 03.05.17 (with fine Rs 50/-) (3) 04.05.17 (with fine Rs 500/-) (4) From 05.05.17 onwards (with fine @ Rs.500/- per day)	Asst COE of respective School
Downloading of Admit Card	Student Self Service Portal	From 04.05.17 onwards	

- (C) B.A.LL.B, BBA.LL.B & B.SC.LL.B (2009, 2010 & 2011 Admitted Batch and Previous):
- a. 24.04.2017 to 03.05.2017 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 04.05.2017(12.00 Noon) (so that Admit Cards of eligible students may be issued to the Head of the school.

[Signature]
Controller of Examinations