Swami Shraddhanand College
(University of Delhi)
Alipur, Delhi 110036

Date: - **23.07.2021**

<u>NOTICE</u>

All the regular students admitted in 2020 of U.G. and P.G Courses are hereby informed that the Examination form for 2nd Semester has been activated. The portal for filling the Examination Form by students will be active till 31st July, 2021, Students are advised to fill their examination Form by using following link before **31.07.2021** at 5:00 P.M.

http://durslt.du.ac.in/DuExamForm_mj2021/StudentPortal/Existing_Students/Login.aspx

Please find your subjects list uploaded on college website before filling up the Examination Form, after the filling up examination form on **Student Portal**, students have to deposit online examination fee on college website ss.du.ac.in under **Quick Links**. Examination Fees will be taken through Paytm mode only. Please read the instructions carefully before making the payment. **Students are required to pay the Examination fee latest by 31.07.2021 positively.**

Students must have to save his / her **Examination Form** and **Payment Slip of Exam Fee** in **pdf / jpeg** format and send it to their respective Dealing Assistant's mail id.

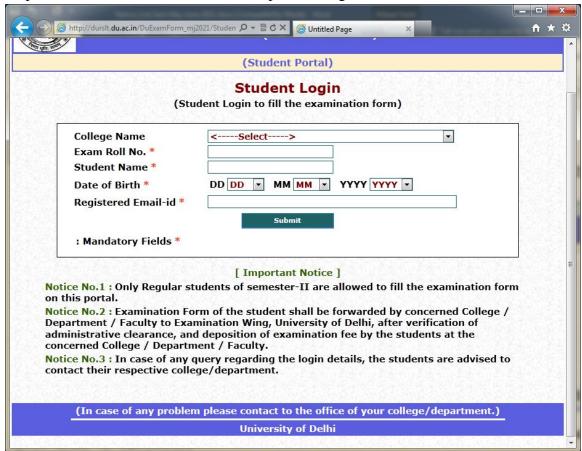In case of any **query / discrepancy** in filling of the examination form, student may contact their respective **Dealing Assistant**.

Sd/-

Principal

INSTRUCTIONS BEFORE FILL THE EXAMINATION FORM

✓ Step-1: Students Please visit the student portal link given below:

http://durslt.du.ac.in/DuExamForm_mj2021/StudentPortal/Existing_Students/Login.aspx

✓ Step-2: Examination Roll No., Student Name, Date of Birth and Registered Email Id are the login details of the student access the portal. Students can login and fill his/her Examination form.

✓ Step-3: After filling the complete Examination Form students will click on **"Submit & Print"** button. As soon as students click on this button the filled "Tentative Exam Form" will be display for the student record. Student should get it print for further reference.

Note: *Filling of Examination form is mandatory for each student. Students who fail to fill the Examination Form or their Examination Form is not confirmed by their respective dealing assistant will not be appear in the examination.*

INSTRUCTIONS FOR EXAMINATION FEE PAYMENT

1. Find the **Online Fee Payments** link on college website

2. Select your institution's area **Fee Payments**

3. Fill **College Roll Number** like (20/01) under the College Roll Number, and **Proceed.**

4. Examination Fee for All the Concerned Students of UG CBCS 1st Year, 2nd Semester admitted in academic year 2020-21 is Rs. **510/-** and PG MA Hindi is Rs. 860/- that is already filled in Exam Fee Column, just have to select **Exam Fee**.

5. Students have to select and fill the **Practical fee** to pay the Additional Fee amount for each Practical Paper Rs.**200/-** (Wherever applicable) according to your subjects.

6. Click **Proceed** to confirm payment.

Note:

❖ *Students must have to save his / her **Examination Form** and **Payment Slip of Exam Fee** in **pdf / jpeg** format and send it to their respective dealing assistant's mail id.*

❖ *In case of any **query / discrepancy** in filling of the examination form, student may contact their respective **Dealing Assistant**.*

Section Officer		
Name	**Mobile**	**E-mail**
Mr. Rahul Pathak	9971271238	rahul_pathal68@rediffmail.com

Dealing Assistants			
Course	**Name**	**Mobile**	**E-Mail**
B.COM. (PROG.)	Mr. Subhash	9212899484	subhash@ss.du.ac.in
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