



ODD TERM 2019-20

SCHEDULE FOR EXAM REGISTRATION OF EX-STUDENTS.

Schedule for exam registration **ODD 2019-20** term for EX- students will be as follows.

S.N.	ACTIVITY	SCHEDULE		
		START DATE	END DATE	DURATION
1	EXAM REGISTRATION WITH EXAM FEES OF RS. 480/-	16 th Sept 2019	18 th Sept 2019	03 days
2	EXAM REGISTRATION WITH EXAM FEES OF RS. 480/- AND LATE FEES OF RS 250/-	19 th Sept 2019	21 st Sept 2019	03 days
3	EXAM REGISTRATION WITH EXAM FEES OF RS. 480/- AND LATE FEES OF RS 500/-	23 rd Sept 2019	27 th Sept 2019	05 days
4	EXAM REGISTRATION WITH EXAM FEES OF RS. 480/- AND LATE FEES OF RS 500/- PER WEEK	30 th Sept 2019		
5	EXAM REGISTRATION WITH SUPER PENALTY VIDE ORDER : GPM/10.09/odd 16-17/196 dated 19/12/2016	After Display of Final Time table & Before one day start of Final Exam		

Instruction for Exam Registration:

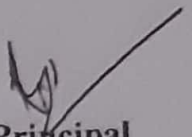
1. Exam Registration form (available on website) will be filled by the Ex-Students with backlog courses and Ex-Students manually.
2. Students should pay Examination fee online, the link is given on institute website for online payment: <http://gpmumbai.ac.in> under **ONLINE FEE PAYMENT** option. After the successful transaction, take the printout of receipt in which student enrollment number, name and amount is included and submit to concern Department along with exam registration form.
3. Concerned staff will check the form for its correctness and eligibility of the candidate for exam registration as per rules and sign on the form along with **online fee receipt** attached. Registration for backlog courses for exam should be checked scrupulously by the concerned staff as per teaching and examination scheme approved by PBOS.
4. Supporting staff of the department will mark the form with signature stamp or department stamp of HOD.
5. Concerned supporting/teaching staff as assigned by the HOD will make online entries of the exam registration.

6. The Department should give the copy of exam registration slip to the student or prepare a consolidated list of students registered for exam along with courses and put in on Department Notice board and submit a copy of same to exam cell.

All the above activity will be carried out in the respective department on the scheduled dates.

HOD will make necessary arrangement.

All the concerned students are required to take a note of it


Principal
G.P. Mumbai

Copy to

1. Cashier, G.P. Mumbai - *for information*
2. All Heads of Departments – for Display of Notice of exam registration and issue of forms and necessary actions.