

Gujarat Technological University

No. Gtu/Exam form

21st oct.,2010

Sub: Regarding submitting exam forms of B.E. at GTU

All Institutes' head are hereby informed that the Regular & ATKT students exam forms of 1st to 5th semester are being e-mailed to your registered e-mail. (Except 1st sem. regular). Kindly follow following instructions without which forms will not be accepted.

1. Submit Exam forms semester wise in separate file.
2. Each semester file should contain regular & ATKT exam forms separately branch wise ie. Mech, Civil, Elect. in each semester file.
3. Submit all the filled up forms as per the scheduled available on the website along with exam fees.
4. Penalty will be imposed till 4th November 2010 as per the circular dated October 5th, 2010.
5. Exam forms will not be accepted even with a penalty after 4th Nov, 2010.
6. Do not use exam forms without barcode (only barcoded forms are to be used).
7. After receiving the exam forms you have to send the acknowledgement on the same e-mail.
8. 1st & 2nd sem. exam forms will be verified instantly at GTU & 3rd to 5th sem. exam forms will be accepted subject to verification.
9. Instruct 5th semester student to enter Elective subject code carefully.
10. Exam form must be printed in good quality paper and without making any change in the format so as to have barcode in readable forms. Poor printed exam forms will be rejected.
11. In case transfer students enrolment form are not yet submitted to GTU, then send the enrolment form of transfer cases along with a fee of Rs.150/- per form in a separate file.
12. Principals are requested to get verify & returned back the exam forms of UFM students not eligible to appear in university exam.
13. In case of any query, kindly communicate to respective zonal officer at GTU, Ahmedabad telephonically or email immediately.

I/C Controller of examination