

GUJARAT TECHNOLOGICAL UNIVERSITY

No: GTU/ME/Examform/Summer2012/ 4273

Date: 23/04/2012

Instructions for filling up the exam forms for Master of Engineering Summer-2012-exam

Instructions for submitting Examination forms of **ME** at GTU, L. D. College of Engineering campus, admission building, Ahmedabad.

- (1) Please download the PDF file of Exam Forms of **ME** from your Email ID (mec***owner@gtu.edu.in) (***) indicates your institute code) registered with GTU.
- (2) Print the Exam forms in good quality paper and as per the format of GTU so that the BARCODE can be readable.
- (3) Please verify UFM of the students as per the GTU rules. If as per the UFM punishment, if student is not eligible for current exam then do not send exam form of student to GTU.
- (4) Please verify subject code of student, if any mismatch or doubt found then immediately inform to GTU.
- (5) After filling the exam forms, institute have to scan the exam forms using bar code reader within time schedule. Gunning instructions will be informed by IT department.
- (6) Student wise exam forms are generated. Each exam form contains all subjects of all semester for which student has to appear in exam. There is separate online program link for elective subject in E-inward facility.
- (7) After gunning all the exam forms send single challan with challan no. through E-Inward system within time schedule.
- (8) There is no need to send the hard copies of exam forms to GTU. Keep hard copies of exam forms till the declaration of rechecking/reassessment result of all **ME** Summer-2012 exams at institute.
- (9) After due date exam form will not be accepted even with a penalty.
- (10) D.D will not be accepted.

EXAM	Gunning Period	Challan Submission Period
ME 4 th Remedial	25 th April, 2012	26 th April, 2012
ME 4 th Regular	25 th April, 2012	26 th April, 2012
ME 3 rd Remedial	25 th April, 2012	26 th April, 2012

I/C Controller of Examination

GTU, Ahmedabad