GUJARAT TECHNOLOGICAL UNIVERSITY

No: GTU/ME/Exam Form/Summer2012/6000   Date: 11/06/2012

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 downloads 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 using **ME Inward** only within the 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) D.D will not be accepted.

EXAM	Gunning Period	Challan Submission Period
ME 1st Remedial		
ME 2nd Regular	12th & 13th June 2012	14th June 2012
ME 2nd Remedial		

- Submission of exam form with 100/- Rupees late fee (per students per semester) on 20th June 2012.
- Submission of exam form with 1,000/- Rupees Penalty (per students per semester) on 25th June 2012.
- After 25th June 2012, exam form will not be accepted.

I/C Controller of Examination
GTU, Ahmedabad