

# GUJARAT TECHNOLOGICAL UNIVERSITY

No: GTU/MCA/Exam Form/WINTER-2013/10057

Date: 22/11/2013

## Instructions for filling up the exam forms for MCA Sem 1 WINTER Exam-2013

- (1) Please download the PDF file of Exam Forms of **MCA sem 1** from admin panel.
- (2) Single exam form per student is to be generated.
- (3) Print the Exam forms in good quality paper and as per the format of GTU so that the BARCODE can be readable.
- (4) Please verify subject code of student, if any mismatch or doubt found then immediately inform to GTU on respective course email Id (MCA- [pg@gtu.edu.in](mailto:pg@gtu.edu.in)).
- (5) After filling the exam forms, institute have to **GUN the** exam forms using bar code reader within time schedule.
- (6) Once you gun the exam form, follow instruction given in admin panel to credit exam fees (link to fill the fees on admin panel is [http://di.gtuexams.in/files/Payment\\_HelpFile.htm](http://di.gtuexams.in/files/Payment_HelpFile.htm)), within the time schedule as below,

EXAM	Dates for downloading and filling Exam form for Student	Last date of gun and lock	Challan Submission Date
MCA	23 <sup>th</sup> to 26 <sup>th</sup> November 2013	27 <sup>th</sup> to 28 <sup>th</sup> November 2013	30 <sup>th</sup> November 2013

- (7) If the colleges fail to credit exam fee in time, Students hall ticket will not be sent to those institutes.
- (8) There is no need to send the hard copies of exam forms to GTU.
- (9) No exam forms will be accepted after last date of exam form filling with late fees.

**I/C Controller of Examination**

**GTU, Ahmedabad**