# BMS SCHOOL OF ARCHITECTURE

## Yelahanka, Bangalore 560064

Ref No: BMSSA/EXAM/2018-19/ 742                              Date: 22.10.2018

## CIRCULAR

All the students are hereby informed to submit the Dec 2018/Jan 2019 Examination Application Form in the office.

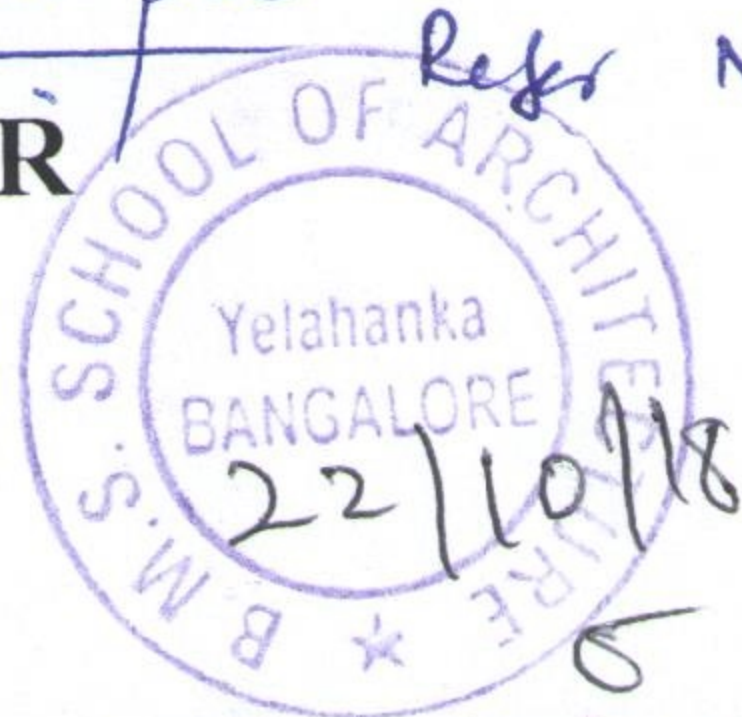The last date for submitting the application form is **29.10.2018.**

After the last date (29.10.2018), penalty to be paid along with the application form.

**Application forms will not be accepted after 29.10.2018.**

1. The exam fee for regular students as per Specified by VTU is Rs.1295/- (Regular Semester)

2. The exam fee for Arrears Semester is Rs.150/- per subject. Maximum amount of Rs.1200/- per arrear semester.

NOTE: **No extension of dates will be granted** in this regard as stated by VTU.

*Refer Note on page ②.*

**DIRECTOR**
**BMSSA**

**Instructions to the students:**

1. Stamp size photo 3 no's is a must.

2. Verify subject codes before submitting the form.

3. Fees receipt number and date is mandatory.

4. Students should submit the form within last date.

5. Only eligible students should apply.

# Visvesvaraya Technological University
### Belagavi – 590 018, Karnataka State, INDIA

**Prof. Satish Annigeri** Ph.D.
**Registrar (Evaluation)**

Phone : (0831) 2498131
Fax   : (0831) 2498184

Ref. No.VTU/BGM/Reg(E)/PS/2018-2019/ **845**

Date : **1 7 OCT 2018**

## CIRCULAR

**Sub: Schedule of Events for Dec. 2018 / Jan 2019 Examinations – reg.**

The schedule of events in respect of odd semester 2018 are given hereunder. The Principals of constituent and affiliated engineering colleges are hereby requested to instruct the concerned to follow the schedule meticulously.

**Please note the following:**
- Timely and error free data entry is essential to conduct exams
- Deadlines will not be extended
- Principals are requested to issue necessary instructions so that the data entry begins from the first day and not crammed into the last few days.

**Exam Form**
- After completion of data entry of examination application form, student must be given a print copy of the application which must be signed by the student.
- Applications submitted and every edit of application will be logged. Every request for change will be verified.
- Any request to modify entered data can be done with the edit option.
- Requests for editing exam form during the penalty period will attract penalty.
- Requests for editing exam form after the closing date will attract additional penalty.
- Student must be informed to verify subject codes, especially of backlog subjects, electives and open electives before submitting the data.
- In the past, there have been requests from colleges to enter data of exam forms previously submitted by the students. Principals must ensure that, data submitted by the students must be entered without fail.
- Students must be instructed to necessarily obtain a print of the application, verify for correctness and sign the print copy.