

UNIVERSITY OF JAMMU

JAMMU

No./Exam/UG/2024/964-1064

Dated : 04/0/2024

The Principal
All the Govt. /Private Degree Colleges Affiliated to
University of Jammu

Subject: - Submission of Examination Forms and fee of 3rd Semester CBCS and 5th Semester CBCS Examination for the session 2024.

Sir/Madam,

R/R / Enrollment process for Undergraduate 3rd Semester CBCS and 5th Semester CBCS students shall be completed by the concerned college affiliated to University of Jammu between 17/07/2024 to 16/08/2024. All Colleges must deposit Examination Fee on or before 16/08/2024. Left over students if any can be enrolled by the concerned college with prescribed late fee as per rules. The college can collect the examination forms of Regular candidates of 3rd Semester and 5th Semester CBCS w.e.f. 21/08/2024 and must submit duly signed examination forms by 10/09/2024 positively. If there is any mismatch in particulars/subjects of the students found, colleges can rectify the same on following dates online for which portal shall be open only for corrections i.e. w.e.f. 01-09-2024 to 08-09-2024.

Note:-

1. In case of any error in the examination form, fresh examination form should be printed from the Portal after the correction. In no case, manual correction in the examination form shall be entertained.
2. Corrections in the particulars can be done excluding student's name and parentage. In case of any correction in name/parentage, the same can be done after submission of letter to Assistant Registrar (Regn), who in turn shall issue notification in this regard.
3. Retain a copy of Examination form of the candidate whose correction/modification has been done at your end for future reference.
4. In case, the college had submitted the letter for any correction, then also the correction shall be done by the college itself.
5. Any Change in Subject/ Particulars after the submission of Examination forms shall be charged under University norms and a corrected copy of Examination form shall be submitted to the concerned office of the Examination wing.

Thanking you,

Yours faithfully,

Assistant Registrar (Exams-UG)

Copy to:-

1. Sr. P.A. to Controller of Examinations.
2. I/c Director / Coordinator (NEP) Computer Center University of Jammu, for further necessary action please.
3. I/c Computer Section with request to upload the same on university website: www.coeju.com
4. Record file.