

# MEGHNAD SAHA INSTITUTE OF TECHNOLOGY



OFFICE OF THE CONTROLLER

## Notice to all students regarding FORM FILL UP for the ensuing Even Semester (2<sup>nd</sup>, 4<sup>th</sup>, 6<sup>th</sup> & 8<sup>th</sup>) Examination, 2018-2019

Ref: MSIT/CON/2018-19 / 052

Date: 16.04.2019

The online examination form for the **Even semester (2019)** will be filled up by all eligible **Regular & Backlog** students of all UG & PG courses through MAKAUT website ([www.makautexam.net](http://www.makautexam.net)). The students appearing for **BACKLOG** Examination must fill up separate forms for their regular and backlog examination.

The site is already open from **14<sup>th</sup> April 2019** and the date of submission of examination form (print copy) at **MSIT is 22<sup>nd</sup> to 24<sup>th</sup> April 2019 up to 4:30 PM.**

### Form Fill up:

During the filling up of the form, the student must be careful about the following points:

1. Need to enter their Roll No and Mobile No.
2. Need to select all the papers. By default, mandatory papers for his/her course will be automatically displayed.
3. For optional papers ( if required) he/she will have to select from the drop-down list.
4. After selecting the papers he/she will click on save button and collect their printed form.
5. Deposit the form/forms along with requisite fees of Rs. 1200/- and Rs. 1000/- in cash for Regular and Backlog students respectively at the college.

### Forms and Examination Fee Submission:

You are advised to carry the original semester fees money-receipt of **EVEN SEMESTER** to avoid any dispute during the submission of examination form and fee.

Vanue and date of submission of examination forms:

Sl.No.	Semester(Type)	Vanue	In-Charge	Date	Time
1	8 <sup>th</sup> (Regular)	Opposite of Account Dept., 2 <sup>nd</sup> building	Ms Piyali Mukherjee	22 <sup>nd</sup> to 24 <sup>th</sup> April, 2019	10:30 AM. to 4:30 PM.
2	6 <sup>th</sup> (Regular)	Examination Control Room , 2 <sup>nd</sup> building	Mr. Goutam Das		
3	4 <sup>th</sup> (Regular)	Controller office ,1 <sup>st</sup> building	Mr.Pranab Bhattacharya		
4	2 <sup>nd</sup> (Regular) & All Sem. (Backlog)	University Related Office (Ground Floor, 2 <sup>nd</sup> building)	Mr. Pradyut Gupta		

Form will not be accepted after last date of submission.

Admit Card will be generated through on line from 10<sup>th</sup> May, 2019, onwards.

Dr. Bikas Chandra Bhui

**CONTROLLER**

(Examination & University Affairs)

cc to: Director