Office of the Controller of Examinations

No: JISCE/Exam/ 017 /2019   Date- 09.11.2019

Notice

Odd Semester Examination 2019-20
(End Semester Examination-Form Fill-up)

This is to inform you all that the **End Semester Examination, Odd Semester 2019-20** will be held from **18-11-2019 to 16-12-2019** for all years and all streams under autonomous framework (B.Tech, M.Tech, MBA, MCA).

18.11.2019-22.11.2019- **All Practical/Project Examination of 2nd, 3rd and Final Year**

26.11.2019-07.12.2019- **All Theory Examination of 2nd, 3rd and Final Year**

02.12.2019-16.12.2019- **All Theory Examinations of 1st Year**

12.12.2019-19.12.2019- **All Practical/Project Examination of 1st Year**

Examination form filling up process (Regular and Backlog) would be made live online in MindlogicX portal from 09/11/2019 to 14/11/2019 excluding first year student of B.Tech, M.Tech & MBA.

The form fill up process involves following steps,

Step I: Online filling up of examination form by students.

Step II: Accounts approval in respect of clearance of dues other than examination fee.

Step III: HoD approval in respect of final consolidated attendance of student.

Step IV: After Accounts and HoDs approval students' would be able to print the form and make online payment of examination fee.

Step V: Accounts approval in respect of submission of examination fee.

Step VI: Students can now print the ADMIT CARD by themselves.

As per the norms of affiliating University the eligibility criterion for HoD approval is students' attendance 75% or above.

The Phase-I of form fill up process would continue up to 14/11/2019. All eligible students are requested to submit the print out of exam form along with payment receipt to their respective core department in case of MCA, MBA, M.Tech & B.Tech 2nd, 3rd & 4th year by 5.00PM on 14.11.2019.

The Phase-II form fill up date for all regular 1st Year B.Tech, M.Tech and MBA will be announced shortly.

Controller of Examinations
Controller of Examinations
JIS College of Engineering
(An Autonomous Institute)

Memo No. 018 /2019

Copy To   i. All HODs for Information and Necessary Action. They are required to communicate by all means to ensure that online form fill up is over on or before 14.11.2019.

ii. All Deans for information and necessary action.

ii. e- Examination Cell for information and it is requested that to do needful.

iii. Dr. T.K.Saha; Controller of Examination JIS Group.

Controller of Examinations
Controller of Examinations
JIS College of Engineering
(An Autonomous Institute)

Memo No. 019 /2019

Copy To   i. The Principal for information

ii. The Registrar for information

iii. Accounts Section to check the deposit of fees of the student @Rs 1200/- for regular Student and @Rs 1000/- for backlog student per semester.

v. Mr. Soumyabrata Saha , Teacher I/c IT Department for uploading notice in Web

vi. Guard File for Record

Controller of Examinations
Controller of Examinations
JIS College of Engineering
(An Autonomous Institute)