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**OFFICE OF THE PRINCIPAL; GOVT. AUTONOMOUS COLLEGE, PHULBANI
(EXAM SECTION)**

Notice No. 204/COE/25

Date: 21 / 03 / 2025

NOTICE

REGISTRATION FOR APPEARING END SEM EXAM. 2024-25

REGULAR STUDENTS

It is hereby informed to all the students of UG -VI End Semester (Regular) and PG -IV End Semester (Regular), 2024-25 that they have to register for appearing the examination through Student Login Portal available in college website (<https://www.govtcollegephulbani.org>) by depositing the required fee. After online submission of the registration form Regular students are required to deposit the print copy of fee deposited (Paid through online fee payment gateway) & online submitted registration form at the account section of the college. Students may not be allowed to appear the said examination without registration or incomplete registration.

Further all the Regular students are hereby informed to check and verify their personal details at the time of filling up of online registration form, if any error found in personal details, immediately report at room no NB-07 with supporting documents.

The last date for end semester exam registration is 28-03-2025 (11:59 PM) & submission of the required documents as mentioned above in the account section is 29-03-2025 (05:00 PM).

BACK & IMPROVEMENT STUDENTS

The students of UG 2019, 2020, 2021 Admission Batch and students of PG 2021, 2022 Admission Batch for appearing Back/Improvement exams for UG-VI & PG-IV, 2024-25 are to fill-up form by downloading the respective semester form available at college website and to deposit the same along with copy of the mark sheet of concerned semester for verification at room no NB-09. After verification they can only be allowed to deposit the required fee and after deposit of the required fee, copies of [a) fill-up of form, downloaded b) online payment receipt & c) mark sheet of concerned semester] must be submitted at room no NB-09 to Sri. Jagannath Majhi, Exam Asst. (Mob-8249894293), Dr. Laxman Kandha, Exam Asst. (Mob-7008367578). Students may not be allowed to appear the examination without the said examination registration.

The last date for end semester exam registration is 28-03-2025 (11:59 PM) & submission of the payment slip & exam registration form in NB-09 of exam section is 29-03-2025 (05:00 PM).

STEPS FOR REGISTRATION & PAYMENT [REGULAR STUDENTS]

- Step-1: Go to college website (<https://www.govtcollegephulbani.org>)
- Step-2: Click on Student Login (<https://paestudent.ivyeduerp.com/>)
- Step-3: Login using your Roll No and Date of Birth in the Student Login Portal.
- Step-4: Click on Online Form Fill-up in student login.
- Step-5: Select Exam Session and Semester to view Examination Fee Amount and Subject details.
- Step-6: Verify the fee amount and subject details, then go to *click here to pay the fee amount* to go to payment page.
- Step-7: Fill all the details in the payment page and make payment.
- Step-8: Go back to the student login tab.
- Step-9: Fill the payment receipt no/transaction no in the given box.
- Step-10: Click on Submit the form to complete the form fill up process.
- Step-11: Click on Download Form to download the form in pdf format.
- Step-12: Submit the hard copy of the form downloaded along with the payment receipt.

IMPORTANT:

- (i) No extension of dates shall be allowed after the due date.
- (ii) Students are instructed to fill up the form with utmost care for EXAM PURPOSE ONLY, if the fee is paid for other purpose instead of exam purpose, it mayn't be refunded.
- (iii) If any option is missing in the payment link form, the same may be cited in the remark column.

❖ USE DESKTOP OR LAPTOP HAVING BETTER INTERNET CONNECTIVITY INSTEAD OF MOBILE PHONE FOR ERROR FREE EXAMINATION REGISTRAION.

Encl:


- See Annexure-A [Fee Structure for UG & PG]
- Downloaded form regarding form fill-up (for Back/Improvement Students-UG&PG)

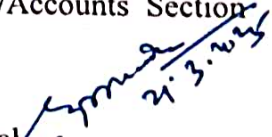
Memo No. 205/COE/25

Date: 21 / 03 / 2025

Copy to all Notice Board/Guard Files (COE & OFFICE)/College Website/Accounts Section (Exam.)/Controller of Exams./PRINCIPAL@GACP for information.


21/3/25


Principal
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