

**THE UNIVERSITY OF BURDWAN**  
**DIRECTORATE OF DISTANCE EDUCATION**

**INSTRUCTIONS REGARDING ONLINE ADMISSION FOR STUDENTS REAPPEARING IN MBA**  
**SEMESTER-III EXAMINATION, 2019**

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**SEM-III EXAMINATION (Session: Jan, 2017 to Dec, 2018)**

**SEM-III EXAMINATION (Session: July, 2017 to June, 2019)**

1. Candidates are directed to read the instructions carefully before the Form Fill-up. After reading and understanding the instructions, fill in the required fields properly and submit it.
2. After filling in the required fields in the Online Reappearing Form, candidates must fill in the form carefully before submission. After filling in the required fields in the Online Reappearing form Students are advised to complete the payment through online. Dashboard for students shows payment options i.e. 'Pay online'. After clicking 'Pay online' the student will get the following options: (i) Debit Card, (ii) Credit Card, (iii) Net Banking, (iv) NEFT / RTGS, (v) Cash Challan. Any one option from above is to be chosen for making payment.
3. Candidates are to take a print-out of the (i) **Online Payment Receipt** (by Debit Card/Credit Card/Net Banking) for online deposit and (ii) print-out of successful **NEFT Challan** or (iii) print-out of **Bank Challan** after depositing the requisite fees as mentioned in the Challan by cash to any branch of **Allahabad Bank**.

**The requisite fees for Reappearing are as follows:**

- A. ₹ 500 for one or two paper(s).
  - B. ₹ 1000 for more than two papers.
  - C. ₹ 500 for Assignment.
4. After making required payment, candidates are advised to take print-out of the said application form and online payment receipt.

## Schedule for Re-appearing for MBA SEM-III Examination, 2019

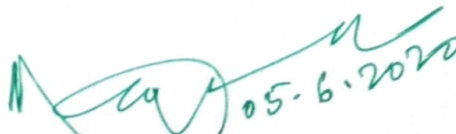
Sl.No.	Semester	Session	Date
1.	MBA SEM-III	Jan, 2017 to Dec, 2018	18.06.2020 to 22.06.2020
2.	MBA SEM-III	July, 2017 to June, 2019	24.06.2020 to 29.06.2020

N.B. No further date will be extended for this purpose.

### Date of Submission of Online Reappear Form (All)

The Reappear application form should reach Directorate of Distance Education, The University of Burdwan, Golapbag, Bardhaman, Dt- Purba Bardhaman, Pin- 713104 through speed post/ courier by 10.07.2020. After that no Reappearing application form will be accepted. Deposit will not be accepted in any way by coming directly to the office due to pandemic COVID-19.

- A. Candidates are directed to send Application Form along with the following documents:
- B. Online Payment Receipt/Original Bank Challan (Depositor's Copy & Payee's Copy)
- C. Self attested Photocopy of Enrolment Card.
- D. Self attested photocopy of B.U. Registration Certificate.
- E. Self attested photocopy of Semester-III Admit Card.
- F. Self attested Photocopy of Semester-III mark sheet/Print copy of marks statement available at Examination & Result menu in DDE website (not applicable for absentee candidates).

  
05.6.2020  
Director