



THE UNIVERSITY OF BURDWAN
Directorate of Distance Education

**INSTRUCTIONS TO FILL – IN ONLINE POST PUBLICATION REVIEW FORM IN
MBA**

SEM-IV EXAMINATION-2017 (Session: Jan, 2016 to Dec, 2017)

1. (a) A candidate may apply for Post Publication Review of his/her answer-scripts in a **maximum number of 50% of theoretical papers appeared in each semester examination** in the prescribed Online Form. But he/she must have to **secure a minimum aggregate of 35% of the total marks in theoretical part of the particular semester.**
(b) There is no scope of Post Publication Review of Practical Paper(s) / Term Paper(s) / Project Paper(s) / Internal Assessment / Viva-Voce/ Grand Viva / Field Report / Survey Report, if any.
2. Candidates must fill in the form carefully before submission.
 - A. After filling in the required fields in the Online Post Publication Review 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.
 - B. Candidates are to take a print-out of the (i) **Online Payment Receipt** (by Debit Card/Credit Card/Net Banking) for online deposit **or** (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**.
 - C. *If the original copy of the mark sheet does not reach by post till the time of filling the PP Review form, then paper wise mark statement can be seen while filling the PP Review form through student login.*
3. **The requisite fees for Post Publication Review are as follows:**
₹ 150 for each paper.
₹ 100 as late fee.

Schedule of Online Form Fill up for Review of MBA Sem-IV examination, 2017

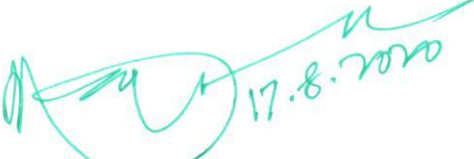
Sl.No.	Part	With/Without Late Fee	Date(s)
1.	MBA SEM-IV	Without late fee	20.08.2020 to 24.08.2020
		With late fee	25.08.2020

Date of Submission of Online Review Form (All)

The P.P Review application form should reach Directorate of Distance Education, The University of Burdwan, Golapbag, Bardhaman, Dt- Purba Bardhaman, PIN-713104 through speed post/ courier by 05.09.2020. After that no P.P Review application form will be accepted. Deposit will not be accepted in any way by coming directly to the office due to **pandemic COVID-19**.

Candidates are directed to send Application Form along with the following documents:

- a) Self signed Print-out of Online Payment Receipt.
- b) Self signed Photocopy of Enrolment Card.
- c) Self signed photocopy of B.U. Registration Certificate.
- d) Self signed Photocopy of Semester-IV mark sheet/Print copy of marks statement available at Examination & Result menu in DDE website.


17.8.2020
Director