



# THE UNIVERSITY OF BURDWAN

## Centre for Distance and Online Education

### INSTRUCTIONS REGARDING ONLINE ADMISSION FOR REAPPEARING STUDENTS OF M.Sc. SEM-IV EXAMINATION – 2020 IN COMPUTER SCIENCE (Old System)

(Session: 2017-2019 and 2016-2018)

1. Candidates are directed to read the instructions carefully before the Form Fill-up. After reading and understanding the instructions, please fill in the required fields properly and submit it.
2. 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. Any one option from above is to be chosen for making payment.
  - A) 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**.
  - B) **Requisite fees for Reappearing are as follows:**
    - A. ₹ 500 for one or two paper(s).
    - B. ₹ 1000 for more than two papers.
    - C. ₹ 200 as late fee.
    - D. ₹ 500 as incidental charge for Study centre(s) except BARDHAMAN centre.
3. *If the original copy of the mark sheet does not reach by post till the time of filling the Reappearing form, then paper wise mark statement can be seen while filling the Reappearing form through student login.*
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 of Sem-IV Examination, 2020 in Computer Science (Old System)

Sl.No.	Semester	With/Without late fee	Date
1.	IV	Without late fee	14.07.2021 to 16.07.2021
		With late fee	17.07.2021 & 18.07.2021

5. The hard copy of SEM-IV Reappearing Form must reach 'Centre for Distance and Online Education, The University of Burdwan', Golapbag, Bardhaman, Dist- Purba Bardhaman, Pin-713104 through speed post with the following documents within **23.07.2021**. After that no form will be accepted.

### List of documents:

- a. SEM-IV reappearing application Form.
- b. Self-signed Online reappearing Payment Receipt.
- c. Self-signed photocopy of Enrolment Card.
- d. Self-signed photocopy of SEM-IV Admit Card.
- e. Self-signed photocopy of BU Registration Certificate.
- f. One Self address envelope with PIN code and Mobile No.
- g. Self-signed Photocopy of SEM-IV mark sheet/Print copy of marks statement available at **'Examination & Result'** menu in CDOE /DDE website (not applicable for absentee candidates).

**\*\* Candidates are directed to mention the Application type: SEM-IV Reappearing form, Subject & Enrolment Number on the top of the envelope in which all the documents will be despatched.**

**N.B. Expelled candidates may submit Sem-IV Reappearing application forms but RA candidates can not submit Sem-IV Reappearing application forms before the decision of the disciplinary committee of the Dept. of the Controller of Examinations, BU.**

**Director**