<u>Notification</u>   17/02/2023

SUB: Online Form Fill up for OFFLINE Examinations – 1st Semester, 2022
GO THROUGH ALL THE PAGES OF THE NOTICE THOROUGHLY & CAREFULLY

Students of Semester 1 of B. A. (Honours and General) of Gourav Guin Memorial College are asked to note that fill up of Examination Forms for the ensuing undergraduate 1st Semester B. A. (H & G) Examinations, 2022 will be done in Vidyasagar University Form Fill up Portal from 22/02/2023 (14:00 hrs.) to 28/02/2023 (23:59 hrs.). After that period the College authorities will be not in a position to help any student for filling up of their examination form in VU Portal. The students are requested to note the followings in connection with this form fill up:

Steps to be followed in University Portal

(1) Log on to https://pcdpcal.com/vu-sem1-2022/ or vidyasagar.ac.in
(2) Fill up the Examinations Form within the stipulated time;
(3) Take two (02) copies of the printout of the filled in Application Form;
(4) Submit one signed (by the candidate) copy of Printout of the filled in Application Form for Physical verification by the College in person and not through anybody else. Physical verification of filled in Application Form will be done from 11-00 AM to 02-00 PM only on any working day upto and including 28/02/2023;
(5) After corrections/modifications, if needed and after completion of verification process of the filled in Application/Examination Form the College will release the Admit Card. If any student fails to appear in the College for verification of Application Form his/her Admit Card will not be released from the College and he/she will not be eligible for examinations;
(6) After release of Admit Card by the College, students can take printout of his/her admit card. Students are to note that without admit card they will not be eligible to sit in the concerned examinations and they will not get any marksheet;
(7) In choosing option (in dropdown), if any in different paper the student may consult his / her department and follow instructions given in students' WA groups & College website. Students are asked to note that they are to choose only the option offered by the College. If any student chooses option other than the option offered by the College, he/she must inform the College at the time of verification of his/her form by the College in order to validate his/her examination form. Nothing can be done to validate any erroneous examination form by the College if such mistakes are not notified and corrected before the closure of VU Form Fill up Portal;

NO ADMIT CARD NO EXAMINATION/MARKSHEET

Documents to be produced for release of Admit Card by the College

(1) Admission Receipt for Semester 1 admission;
(2) Examination Form to be obtained from VU website after making Online Examinations Form Fill up;

Web-www.ggmc.ac.in

Email - ggmcollege2008@gmail.com
Tel. & Fax No.- 03227-262145

GOURAV GUIN MEMORIAL COLLEGE
(Affiliated to Vidyasagar University)
CHANDRAKONA ROAD
P.O.- SATBANKURA ✳ DIST.- PASCHIM MEDINIPUR ✳ PIN - 721253

(3) **VU Examination Fees Receipt of Rs. 515/- (to be generated from College Online Payment Portal);**

(4) **Self – attested photocopy of candidate's AADHAR card.**

Steps to be followed in College Online Payment Portal

Students are required to pay through College Online Payment Portal Rs. 515/- for different heads of Examination Fees determined by and to be forwarded to Vidyasagar University. College online payment portal will be active during the time period from 22/02/2023 (14:00 hrs.) to 28/02/2023 (14:00 hrs.). For payment of this fee following procedure shall be adopted:

(a) Go to www.ggmc.ac.in;

(b) Click on the **'University Fees Payment'** tab;

(c) Click on the **'Student'** tab;

(d) Put your Student ID and password which is your 'Date of Birth' in DD/MM/YYYY format and pay your fees online. **NO OFFLINE PAYMENT WILL BE ACCEPTED IN THE COLLEGE.**

> **BOTH THE GENERATION OF ADMIT CARD IN VU PORTAL AND PAYMENT IN COLLEGE ONLINE PORTAL ARE MUST FOR APPEARING IN THE EXAMINATIONS**

Attachments:

(1) Copy of VU Notification *No. VU/CE/GD-0064/2023 dated 17/02/2023*;

(2) Copy of VU Notification *No. VU/CE/GD-5202/2022 dated 03/11/2022 (only Appendix A part)* for above form fill up fees structure;

NB:

- *Students are advised to fill up the form and visit the college for verification as early as possible for smooth conduct of the affairs and last-minute rush and complications;*

Dr. Anupam Parua
Principal
Gourav Guin Memorial College
Principal
Gourav Guin Memorial College
C. K. Road, Satbankura
Paschim Medinipur, 721253

VIDYASAGAR UNIVERSITY
MIDNAPORE ● PASCHIM MEDINIPUR
WEST BENGAL ● PIN 721 102
OFFICE OF THE CONTROLLER OF EXAMINATIONS

B.A /B.Sc. /B.Com/ (H & G), Major, EXAMINATION 2022
(UNDER CBCS PATTERN)
(I/III/V SEMESTER)
EXAMINATION FEES

(Fees per student)

Sl No	Heads	Fees (In Rs.)
1.	Examination Fees for Lab Based Subjects	300/-
2.	Examination Fees for Non Lab Based Subjects	200/-
3.	Examination fees for one CC/AECC/GN Subjects	300/-
4.	Examination Fees for Practical of Commerce	100/-
5.	Cost of Examination Form	100/-
6.	Cost of Mark sheet	100/-
7.	Late Fine	100/-
8.	Center Fees for lab based/Non Lab based subject	100/-
9.	Online Processing Charges	15/-

Sl No	Heads	Fees
1.	Total Examination fees for Lab based subjects	615/-
2.	Total Examination fees for Non Lab based subjects	515/-
3.	Total Examination fees for Compartmental	415/-
4.	Total Examination fees for Commerce Honours	615/-

Amount to be deducted by the college

Sl No	Heads	Fees (In Rs.)
1.	Issue, Receiving, Scrutiny and submission of form	10/-
2.	Preparation of laboratory for Science/Arts/Commerce Practical	40/-

Controller of Examinations
Vidyasagar University