



Ref. No. :

Date :

Ref.No. COE/MAKAUT,WB/06/2026

Date: 20/02/2026

Notification on Form fill-up for Regular & Backlog Students for Odd Semester Examinations 2025-26
1st and 3rd (B Tech and B Pharm) semester for affiliated colleges (Phase II)

Competent authority of the University has decided to conduct end semester (odd) examinations 2025-26 for 1st and 3rd (B Tech and B Pharm) semester for regular and backlog students and all concerned are advised to follow the steps for application /form fill-up for the same as per following.

1. Application form would be available in college login for all enrolled of 1st and 3rd (B Tech and B Pharm) semester regular and backlog students of UG and PG program for issuance to the eligible students.
2. On release of the forms online by the colleges concerned, students can submit the application from online through their login. In case, there is problem of connectivity etc, college admin can assist to submit the application on the basis of request from the student.
3. Upon submission of the forms, the students will be submit the examination fees to their respective colleges.
4. The regular and backlog form have to be filled up separately by the students.
5. The examination fees to be submitted to the University in a consolidated manner by the college concerned.
6. Process of collection of signed forms would be taken care by the colleges, and such forms need to be submitted to the University in due course of time, if required, as per intimation for the same.
7. After submission of the fee, the admit cards will be generated online in the student login.
8. Practical/Sessional examinations would be held at respective colleges and colleges concerned will publish schedule and inform students in this matter. Provision for submission of marks in practical/sessional courses would be available in examination portal for the students for whom admit card is issued.
9. All theory examinations of full marks 70 and duration 3 hours in morning (10 am to 01 pm) / afternoon (02pm to 05 pm) session would be held at respective colleges following guidelines already issued and schedule published in the website/available in admit card.
10. The theory examinations of all courses would be held in a specially designed answer scripts containing 24 pages. All students must note and prepare accordingly.
11. The following would be different provisional dates for different activities for the above mentioned purpose.

Dates for form fill-up for 1st and 3rd (B Tech and B Pharm) semester 2025-26 regular and backlog	
02/03/2026	Commencement of issuance of forms by the colleges and submission of application form by the students
06/03/2026, 5 pm	Last date of issuance of forms by the colleges
07/03/2026, 5 pm	Last date for online submission of the form by the students
09/03/2026, 4 pm	Last date for submission of the fees by the colleges through different modes
11/03/2026, 1-4 pm	Special additional day (late fine applicable) for form submission and online fees payment
12/03/2026	Tentative date for generation of admit Card
13-25/03/2026	Tentative dates of Theory, Practical/Sessional Examinations

Fees for each candidates: Regular: 1200/-

Back paper per semester: 1000/-

For any further information, students are advised to visit the notice section of the examination portal or contact their college concerned.

(Dr. Subhashis Datta)
Controller of Examinations

Copy to: (i)Website (ii) All colleges, (iii) Vice Chancellor, (iv) Registrar, (v) Finance Officer, (vi) IC, MAKAUT WB.