

ANSAL UNIVERSITY GURGAON

Examinations Department

NOTICE – Repeat/Reappear/Improvement Process in Even Semester 2019

April 9, 2019

In this Semester (Jan-May 2019) following four categories of make-up examinations shall be conducted -

1. **Reappear** – This would be for those students who have failed a subject after taking all assessment. **The previous internal marks shall be carried forward.**

The fee for the same would be Rs 750 per component if applied within the prescribed timeline.

Reappear Fee Timeline -

Up to 18 April 2019 – Rs 750 (per component)

Up to 25 April 2019 – Rs 1500 (per component)

Up to 2 May 2019 – Rs 3000 (per component)

After 2 May 2019 – Rs 5000 (per component)

(**B.Arch/M.Arch** – Students who have not passed the internals need to apply for the Reappear internal, as a separate pass in the internals is a requirement.)

2. **Repeat with GSSC (Compulsory)** – Any student who has been debarred previously due to shortage of attendance need to repeat the course. This would be through a Guided Self Study Course (GSSC) at end of which the student would also take the exam. **The student can choose to carry forward the previous internal marks.** In case the student's chooses not to carry the internal marks forward then previous internal marks would stand null and void and only the current internal & external marks would be considered. The faculty allocated for the GSSC has to certify and submit to the exams office that the student has met all requirements for the GSSC irrespective of whether the student chooses to carry forward the internal marks or not.

(In the case of **B.Arch/M.Arch** if the student has been debarred on the basis of attendance then their internal marks would be carried forward. If however, they have been debarred due to not passing internal component then they have to repeat the internals as well)

The fee for the same would be Rs 1500 per subject if applied within the prescribed timeline.

Repeat With GSSC (Compulsory) Fee Timeline-

Up to 18 April 2019 – Rs 1500

Up to 25 April 2019 – Rs 2500

Up to 2 May 2019 – Rs 4500

After 2 May 2019 – Rs 6000

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3. **Repeat with GSSC (Optional)** – Any student who has failed a subject and who also wants to improve upon their previous internal marks need to repeat the course. This would be through a Guided Self Study Course (GSSC) at end of which the student would also take the exam. **In this case the student's previous internal & external marks would stand null and void** and only the current internal & external marks would be considered.
(Not applicable for the B.Arch/M.Arch)

The fee for the same would be Rs 1500 per subject if applied within the prescribed timeline.

Repeat With GSSC (Optional) Fee Timeline -

Up to 18 April 2019 – Rs 1500

Up to 25 April 2019 – Rs 2500

Up to 2 May 2019 – Rs 4500

After 2 May 2019 – Rs 6000

4. **Improvement** – A student shall be allowed to improve his CGPA by re-appearing in the Examination(s) in the Courses of his/her choice. In this case his/her Mid Semester Evaluation (MSE) shall be carried forward. **The best of the marks obtained in that subject(s) shall be taken into consideration** for calculating the CGPA and eligibility for award of a degree. Improvement is only possible in courses which have a written theory exam component in the ESE (**VIVA, Practical, Jury and submission based ESE cannot be taken for improvement**).

The fee for the same would be Rs 750 per subject if applied within the prescribed timeline.

Improvement Fee Timeline -

Up to 18 April 2019 – Rs 750

Up to 25 April 2019 – Rs 1500

Up to 2 May 2019 – Rs 3000

After 2 May 2019 – Rs 5000


Concerned students are advised to fill the Re-appear/Repeat/Improvement Examination Form and pay the Re-appear Examination Fee latest **by 18 April 2019**.

1. The Reappear exam Form is available at the following link –
<http://119.82.76.234/isimau/login>
2. The process is as follows -
 - a) Please select the subject(s) that you want to appear. Select whether it is a reappear, Repeat (Compulsory), Repeat (Optional) or Improvement.
B.Arch/M.Arch student, if selecting for Reappear further need to select whether the reappear is in Internal, External or Both the components.
 - b) If it is Repeat (Compulsory) then further select whether you would like to carry forward your previous internal marks or not and click on submit button.

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- c) Once application is submitted, the reappearing exam charges will reflect in your fees and you need to make the payment online/make payment across the counter.
- d) No changes can be made once the form is submitted hence please be careful while filling the form.
- e) The admit card will be available for download within 48 hours of fee submission.

IMPORTANT: Please note that your registration will not be considered till the time registration fee is paid in full. Failure in making the payment at the time of registration will result in the student's registration being considered **incomplete** and the admit card will not be generated until and unless the payment is made in full. For completing the registration process, it is mandatory that you make the payment within the timeline stipulated while registering yourself. (For example if the last date for payment by 18 April 2019 is Rs 750/- and you do fill the information online but fail to make the payment then on the 19 April the charges as applicable on 19 April would apply. Further, the charges will be as per the slabs mentioned earlier). The examination department and the ERP team **will Not** entertain any discussion / dispute arising due to incomplete registrations or selection of incorrect subjects therefore while selecting the subjects and paper type please be careful.


9/4/19
Anil Yadav
Controller of Examinations

