SUSHANT UNIVERSITY (Erstwhile Ansal University)
Examinations Department

NOTICE – Repeat/Reappear/Improvement Process during Summer 1- 2021

24 June 2021

APPLICABLE ONLY FOR BATCHES GRADUATING IN THE YEAR 2019 AND EARLIER

Summer 1 – All courses of Odd Semesters – Classes from 12 July to 30 July, Exams from 2nd August to 20 August.

Please note that in order to finish exam as per the above timelines the exams would be held in two shifts daily. Exam Datesheets would be announced in due course. As of now, both the classes and exams would be conducted in online mode due to prevailing COVID-19 conditions– if there is any change in this then it would be communicated.

Following four categories of make-up examinations shall be conducted during Summer 1 -

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 -Summer 1 (Odd Semesters)
Up to 4 July 2021 – Rs 750
Up to 11 July 2021 – Rs 1500
Up to 18 July 2021 – Rs 3000
After 18 July 2021 – Rs 5000

   (B.Arch/M.Arch - Students who have not passed the internals need to apply under Repeat (Compulsory) as a separate pass in the internals is a requirement. This includes subjects which are 100% internals)

2. **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- Summer 1 (Odd Semesters)
Up to 4 July 2021 – Rs 750
Up to 11 July 2021 – Rs 1500
Up to 18 July 2021 – Rs 3000
After 18 July 2021 – Rs 5000

3. **Repeat (Compulsory)** – This is applicable in case of -
A) If the previous exam result status is Debarred (DB) (due to attendance (all programmes)
B) Less than pass marks (50%) in internal (in case of B.Arch/M.Arch applicable upto 2019 batches)
C) Absent in internal plus Fail overall
D) Zero marks in internal plus Fail overall
E) For 100% internal component subjects of B.Arch/M.Arch if the overall status if Fail

In this category students are required to repeat the course. This would be through a fast track mode wherein the student would be required to attend classes and at end of which the student would also take the exam. Minimum 75% attendance is required in the course conducted during Summer 1 for the student to be eligible to take the exam. **In this case the student's previous internal marks shall stand null and void** and only the current internal & external marks would be considered.

(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 3000 per subject if applied within the prescribed timeline.

Repeat (Compulsory) Fee Timeline- Summer 1 (Odd Semesters)
Up to 4 July 2021 – Rs 3000
Up to 11 July 2021 – Rs 4000
Up to 18 July 2021 – Rs 5000 (if the classes for the particular subject have not commenced)
After 18 July 2021 – Rs 7000 (if the classes for the particular subject have not commenced)

Process to apply:
Concerned students are advised to fill the Repeat/Re-appear/Improvement Examination Form (soft copy only to be sent) and pay the Re-appear Examination Fee latest **by the timelines specified above.**

3. The Reappear exam Form is attached–
   File Name: Reappear Exam Form, Summer 1, 2021

4. Process to make the payment –
   a. Go to **www.sushantuniversity.edu.in** -> **Academics** -> **Exam Payment Link (or https://sushantuniversity.edu.in/exstudent/**

   b. Fill all the details and amount as per the criteria.
   c. Submit the details, it goes to the payment gateway
   d. Choose your payment option and submit
   e. Save the acknowledgment by **Print this Page** for further process.
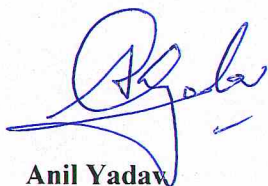
5. Payment can only be done online

6. The Completed word document and the payment proof (in the form of print receipt as mentioned above) should be sent to the following –

- For B.Arch – Mr Sanjay Sharma (9810176369) at sanjaysharma@sushantuniversity.edu.in
- For the Schools of SoD & SOL – Mr Pankaj Kumar (9990449829) at pankajkumar@sushantuniversity.edu.in
- For the Schools of SET & SoB – Mr Suresh Kumar (8860712941) at sureshkumar@sushantuniversity.edu.in
- For the School of SHS (Except B.Pharm)– Ms Sneh Lata (7838883513) at snehlata@sushantuniversity.edu.in
- For School of SPA & VHTBS and programs of M.Arch and B.Pharm – Mr Gopal Agarwal (9891075259) at gopalagarwal@sushantuniversity.edu.in

c) No changes can be made once the form is submitted hence please be careful while filling the form. You also cannot apply again if you have applied once and want to make any changes.

d) Payment can only be done online

For any queries related to the class schedule and mode of examinations for each subject students need to contact their respective School Dean's office.

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 4 July 2021 is Rs 750/- and you do fill the information online but fail to make the payment then on the 5 July the charges as applicable on 5 July 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.

Anil Yadav
Controller of Examinations