NOTICE – Repeat/Reappear/Improvement Process during Summer 2 for Regular Students

27 July 2020

APPLICABLE FOR ALL STUDENTS WHO ARE TO GRADUATE IN EVEN 2020 OR BEYOND

Not Applicable to Students who have backlogs from batches who would have graduated in 2019 or earlier
(A separate notification would be given for such students)

Following four categories of make-up examinations shall be conducted during Summer 2 -

Summer 2 – All courses of Even Semesters – Classes from 24 August 2020 to 13 September 2020, Exams from 14 September 2020 to 25 September 2020.

Please note that in order to finish exam as per the above timelines the exams would be held in three shifts daily (inclusive of Saturdays & Sundays, if required). 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.

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 2 (Even Semesters)
Up to 10 Aug 2020 – Rs 750
Up to 17 Aug 2020 – Rs 1500
Up to 24 Aug 2020 – Rs 3000
After 24 Aug 2020 – 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. **Repeat (Compulsory)** – Any student who has been debarred previously due to shortage of attendance need 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 2 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 2 (Even Semesters)
Up to 10 Aug 2020 – Rs 3000
Up to 17 Aug 2020 – Rs 4000
Up to 24 Aug 2020 – Rs 5000
After 24 Aug 2020 – Rs 7000 (if the classes for the particular subject have not commenced)

3. **Repeat (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 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 2 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.

   (**Not applicable for the B.Arch/M.Arch**)

   The fee for the same would be Rs 3000 per subject if applied within the prescribed timeline.

Repeat (Optional) Fee Timeline- Summer 2 (Even Semesters)
Up to 10 Aug 2020 – Rs 3000
Up to 17 Aug 2020 – Rs 4000
Up to 24 Aug 2020 – Rs 5000
After 24 Aug 2020 – Rs 7000 (if the classes for the particular subject have not commenced)

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- Summer 2 (Even Semesters)
Up to 10 Aug 2020 – Rs 750
Up to 17 Aug 2020 – Rs 1500
Up to 24 Aug 2020 – Rs 3000
After 24 Aug 2020 – Rs 5000

Process to Apply:
Concerned students are advised to fill the Re-appear/Improvement/Repeat Examination Form and pay the Examination Fee latest **by the timelines specified above**.

1. The Reappear exam Form is available at the following link –
   Form Link- http://ansaluniversity.edu.in/reappear-application-form/

2. Fill your student roll number and click Search
3. Your name and other details would be auto filled
4. Select the subjects that you want to apply for (ensure that you are applying for the correct ones – in case of doubt contact the exam staff mentioned below. Special care must be taken that if you have

passed any exam in June 2020 as a reappear/repeat but it is being reflected here then do not fill that subject)

5. The amount of examination fee would be auto filled
6. Select -Pay Now- and Submit
7. It will take you to multiple mode of payment options.
8. Select and make the payment

a) 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.
b) Payment can only be done online
c) In case any student is unable to make the payment now due to compelling circumstances then they have to select the option of Pay Later and Submit. This would lead to the amount reflected against the student names as Dues in the Accounts Office and you would be required to make the payment directly to the Accounts Office along with your Odd 2020 Semester fee. Once you submit the subjects would be registered for assessments and payment reflected against you.

IMPORTANT: Please note that your registration will not be considered till the time the application form is submitted successfully. 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.

For any queries you can get in touch with the following:
- For the Schools of SSD, SOL & SHM (now called VHTBS) – Mr Pankaj Kumar at pankajkumar@ansaluniversity.edu.in
- For the Schools of SSAA & SSPD – Mr Sanjay Sharma at sanjaysharma@ansaluniversity.edu.in
- For the School of SSB – Mr Harish Kaushik at harishkaushik@ansaluniversity.edu.in
- For the Schools of SSHS– Mr Manoj Nandal at manojnandal@ansaluniversity.edu.in
- For the School of SET – Mr Suresh Kumar at sureshkumar@ansaluniversity.edu.in

For any query related to technical issues you can get in touch with the IT department– ithelpdesk@ansaluniversity.edu.in

Anil Yadav
Controller of Examinations