NOTICE – Registration for Reappear & Improvement Category open for Odd 2022 Semester

31 October 2022

The Registration for Reappear and Improvement Category is now open for Odd 2022 (Semester 1,3,5,7,9)

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 1000 per component if applied within the prescribed timeline.

Reappear Fee Timeline – ESE Odd Semesters 2022
Up to 14 Nov 2022 – Rs 1000
Up to 21 Nov 2022 – Rs 2000
Up to 28 Nov 2022 – Rs 4000
After 28 Nov 2022 – Rs 6000 (if the exam is yet to take place)

   (B.Arch/M.Arch upto 2019 batch Admissions - 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). The repeat category registration was opened on 29 September 2022.

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 1000 per subject if applied within the prescribed timeline.

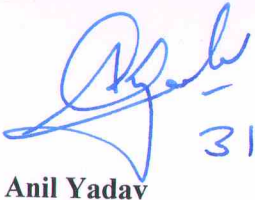 | Improvement Fee Timeline – ESE Odd Semesters 2022 |
   | --- |
   | Up to 14 Nov 2022 – Rs 1000 |
   | Up to 21 Nov 2022 – Rs 2000 |
   | Up to 28 Nov 2022 – Rs 4000 |
   | After 28 Nov 2022 – Rs 6000 (if the exam is yet to take place) |

Process to apply:

3. The Reappear/Improvement exam Form is attached–
   File Name: **Reappear-Exam-form-1**

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 by email (or submitted in D-105) to the following –

   (vi) For School of Art & Architecture – Mr Sanjay Sharma (9810176369) at sanjaysharma@sushantuniversity.edu.in

   (vii) For the Schools of SET & SoB– Mr Suresh Kumar (8860712941) at sureshkumar@sushantuniversity.edu.in

   (viii) For the School of SHS– Ms Sneh Lata (7838883513) at snehlata@sushantuniversity.edu.in

   (ix) For School of VHTBS and SOL – Mr Gopal Agarwal (9891075259) at gopalagarwal@sushantuniversity.edu.in

   (x) For School of SoD and SPD – Mr Manoj Kumar (9050470791) at manoj.kumar@sushantuniversity.edu.in

IMPORTANT: For completing the registration process, it is mandatory that both the form and the payment receipt be submitted to the Exam Office within the timelines specified above. The examination department **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.

31/10/22

Anil Yadav
Controller of Examinations