SUSHANT UNIVERSITY (Erstwhile Ansal University)
Examinations Department

NOTICE – Repeat/Reappear/Improvement Process during Summer 2- 2022

22 July 2022

APPLICABLE ONLY FOR BATCHES GRADUATING IN THE YEAR 2020 AND BEYOND

Summer 2 – All courses of Even Semesters – Classes from 29 August to 16 September, Exams from 19 September to 7 October 2022.

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.

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

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 08 August 2022 – Rs 750
Up to 16 August 2022 – Rs 1500
Up to 22 August 2022 – Rs 3000
After 22 August 2022 – Rs 5000

   (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)

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 2 (Even Semesters)
Up to 08 August 2022 – Rs 750
Up to 16 August 2022 – Rs 1500
Up to 22 August 2022 – Rs 3000
After 22 August 2022 – Rs 5000

3. **Repeat (Compulsory & Optional)** – This is applicable in case of -

A) If the previous exam result status is Debarred (DB) due to attendance (all programmes)

B) Any student who has failed a subject and who wants to improve upon their previous internal marks need to repeat the course (Not applicable for the B.Arch/M.Arch/B.Pharm)

C) Exam result status Debarred (DB) due to less than pass marks (50%) in internal (applicable only in case of B.Arch/M.Arch applicable upto 2019 batch admissions)

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 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.

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

Repeat (Compulsory & Optional) Fee Timeline- Summer 2 (Even Semesters)
Up to 08 August 2022 – Rs 3000
Up to 16 August 2022 – Rs 4000
Up to 22 August 2022 – Rs 5000
After 22 August 2022 – 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 and pay the Examination Fee within the timeline specified to avoid late fee.

1. The Reappear exam Form is available at the following link – https://www.digialm.com/EForms/html/form63417/login.html

2. To understand the process see the attached file – Helpfile-for-Eform-exam-registration

e) 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.

f) Payment can only be done online

g) For any technical issues in applying on the TCSion platform contact ithelpdesk@sushantuniversity.edu.in

h) If there is any other subject specific query then the following can be contacted -
For SAA – Mr Sanjay Sharma (9810176369) at sanjaysharma@sushantuniversity.edu.in
For the Schools of SET & SoB– Mr Suresh Kumar (8860712941) at sureshkumar@sushantuniversity.edu.in
For the School of SHS– Ms Sneh Lata (7838883513) at snehlata@sushantuniversity.edu.in

For Schools of SOL & VHTBS – Mr Gopal Agarwal (9891075259) at gopalagarwal@sushantuniversity.edu.in
For Schools of SOD & SPD – Mr Manoj Kumar (9050470791) at manoj.kumar@sushantuniversity.edu.in

For any queries related to the class schedule 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 8 Aug 2022 is Rs 750/- and you do fill the information online but fail to make the payment then on the 9 Aug the charges as applicable on 9 Aug 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.

22/7/22

SUSHANT UNIVERSITY ★ CONTROLLER OF EXAMINATION ★ SECTOR-55, GURUGRAM

Anil Yadav
Controller of Examinations