

ANSAL UNIVERSITY GURGAON

NOTICE

10 February, 2017

Subject: Submission of Re-appear Examination Form and deposit of Re-appear Examination Fee for March 2017 Special Supplementary Examination by the students related to pass out batches 2014, 2015 and 2016 who couldn't clear their Programmes till date due to less than 2.00 CGPA or Re-appears.

1. It is for kind information to all the **concerned students of 2014, 2015 and 2016 pass out batches who couldn't clear their Programmes till date due to less than 2.00 CGPA or Re-appears**, are required to fill the Re-appear Examination Form and pay the Re-appear Examination Fee latest **by 20th February, 2017 (Monday)**.
2. Re-appear Examination Form for **March 2017 Special Supplementary Examination** is available on AU Website at following link:
<http://www.ansaluniversity.edu.in/wp-content/uploads/2015/10/AU-Examination-Form-Re-appear-Mid-Term-End-Term-Both-for-March-2017-Special-Supplementary-Examination.pdf>
3. Concerned students are advised to download the Re-appear Examination Form, fill it, attach a copy of Grade Sheet/Online Result available with you, submit the applicable Re-appear Examination Fee at Accounts Department and then submit the duly filled form with a copy of fee receipt(s) to your respective Schools. **In case of having Re-appears in multiple semesters', please fill separate forms for each semester's Re-appear(s)**.
4. The per subject/course Re-appear Examination Fee for Special Examination is as under:

(i)	For Internal Exam only	-	Rs.2500.00
(ii)	For External Exam only	-	Rs.2500.00
(iii)	For Internal and External Exams both	-	Rs.5000.00
5. In this Special Supplementary Examination, concerned students **(2014, 2015 and 2016 Pass-out batches only)** can fill **Internal (Mid-Term) / External (End-Term) / Both Components** of the course(s) in which they have Re-appear(s) or want to Re-appear so that they can achieve Minimum 2.00 CGPA to become eligible to get a Degree from Ansal University as per Rules and Regulations of AU. **List of concerned students are also available on AU Website at following link:**
<http://www.ansaluniversity.edu.in/wp-content/uploads/2015/10/List-of-Concerned-Students-of-2014-2015-and-2016-pass-out-batches-who-can-Re-appear-in-March-2017-Special-Supplementary-Examination.pdf>
6. **If any student who lies/falls under the same category and whose name is missing in the list is directed to immediately contact the Examination Department of the University at Room No. D-105, 1st Floor.**
7. Schools are requested to kindly accept the Re-appear Examination Forms of **March 2017 Special Supplementary Examination** from the concerned students upto **05:00 pm of 20th February, 2017 (Monday)** and submit the duly filled Re-appear Examination Forms approved by Dean(s) along with copy of fee receipts of Re-appear Examination Fee to Examination Department latest **by 04:00PM of 21st February, 2017 (Tuesday)** with a detailed list to enable us in proper cross-checking of these Re-appear Examination Forms so that Examination Admit Cards can be issued properly.
8. Concerned Deans are further requested to ensure smooth submission of Re-appear Examination Forms and deposit of Re-appear Examination Fee by the concerned students as per the mentioned **last dates, as No Re-appear Examination Form and Fee will be accepted after the last dates.**

Dr. Mohit Verma
Controller of Examinations