



# SHRI SHANKARACHARYA PROFESSIONAL UNIVERSITY, BHILAI

JUNWANI ROAD, JUNWANI – 490020

(Established under Chhattisgarh Private Universities: Establishment and Operation Act, 2005)

## Examination Form – Session 2025 – 26

Name of Student .....

Father's/Spouse's Name .....  
(As per official Records)

Mother's Name .....

Roll No. .... Enroll. No. ....

Course ..... Semester.....

Mobile No. .... Alternate No. ....

E-Mail ..... ABC ID.....



Photo

### End Semester/ATKT Examination

S.No	Subject Code	Subject Name
<b>Theory Papers</b>		
1		
2		
3		
4		
5		
6		
7		
8		
<b>Practical Papers</b>		
1		
2		
3		
4		
5		

✓ In Case of late submission late fees details:

Late fee Receipt No. .... Date: ..... Amount (Rs.) .....

Date:

Place:

Signature of Student

✓ Forwarded By HOD/Coordinator:

Certified that the above information's are correct and as per the records.

Name & Signature of the HOD/Coordinator .....

**Particulars of Results of last attempted examination of each year/semester**

S.No.	Name of Examination Year/Semester	Month and Year	Roll No.	Result
1				
2				
3				
4				
5				
6				
7				

(Students must attach the last qualifying examination mark sheet along with the examination form.)

**No Dues Form**

S.No	Department Name	No Dues/Dues (Please Clarify)	Name & Sign. Of authorized person
1	Student Section (In case of 1st Sem please verify that student has submitted all the required documents and photocopy are self-attested)		
2	HOD (Concerned Department)		
3	Library		
4	Computer Lab		
5	Account Section		

**Instructions for Filling-up Examination Form**

1. Students are advised to fill-up examination form carefully in legible handwriting. There should be no-  
overwriting/cutting etc. Use of capital letters only to complete the form.
2. Students are advised to get proper acknowledgment of Exam Form Submission and keep the  
acknowledgement for future reference.
3. Examination Form will be distributed by the concerned faculty/Department and students may deposit the  
same to the respective faculty/Department.
4. Examination Section will not issue/receive Examination form directly.
5. Students are advised to affix recent photo on the admit card also.
6. No Examination form will be accepted after last date of submission.
7. University will issue **Admit Card** only after completion of the process.
8. **In-complete Examination form will be rejected summarily.**

**Student's Declaration**

I have read & understood the above-mentioned instruction carefully and I understand that my Examination  
will be governed by the rules/regulation of the Shri Shankaracharya Professional University, Bhilai.

**Date:**

**Signature of the Student**



# SHRI SHANKARACHARYA PROFESSIONAL UNIVERSITY, BHILAI

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## Admit Card – Session 2025 – 26

Name of Student .....

Father's/Spouse's Name .....

Mother's Name .....

Roll No. ....Enroll. No. ....

Course .....Semester.....

Mobile No. .... Alternate No. ....

E-Mail .....ABC ID.....



Photo



Student's Signature

End Semester/ATKT Examination		
S.No	Subject Code	Subject Name
<b>Theory Papers</b>		
1		
2		
3		
4		
5		
6		
7		
8		
<b>Practical Papers</b>		
1		
2		
3		
4		
5		

Verified & Forwarded

(Signature & Seal)

HOD/Co-ordinator

(Signature & Seal)

Controller of Examination

(To be issues to the students by the authorised person who is receiving exam form)

### Acknowledgement

We hereby acknowledge the receiving of Examination Form from Mr./Ms./Mrs. \_\_\_\_\_ of (Course& Semester) \_\_\_\_\_ for Examination to be conducted in the session \_\_\_\_\_

Date of Receiving:

Signature of Receiver

### **Important Instruction**

1. Students will not be allowed to appear in the examination without Admit Card, issued by the Examination Section of the University.
2. Students must enter the examination hall before 15 minutes of the starting of exam time and will not be allowed to enter the examination hall after 15 minutes from the start of examination.
3. Students will not be allowed to leave the examination hall till 1 hour from the start of examination, what so ever may be the cause.
4. University will issue only **one Admit Card** which will be valid for all examination.
5. **Duplicate Admit Card** may be obtained from the Examination Section after paying the required fee.
6. Do Not Write anything on Admit Card if anything found written on Admit Card the same will be treated as using unfair means.
7. Students will not be allowed to carry any books, notes, study material, bags, cell phones, electronic gadgets (other than calculator if allowed in that particular examination) and any other objectional items (related to unfair means) inside the examination hall.
8. In case Student found guilty for trespassing the rules of examination and using unfair means, the Examiner may ask the student to leave the Examination Hall or Can be given new answer sheet as per the requirement of the situation.
9. University will not be held responsible for the loss/theft of valuable item such as Cell Phones, Vehicles etc.
10. **Unfair means shall include the following:**
  1. During examination time having in possession or access to
    - a. Any paper, book, note or any other unauthorised material which has relevance to the syllabus of the examination paper concerned.
    - b. Mobile Phones or any electronic gadget other than calculator, even in switch off mode, which can potentially be used for communication or copying.
    - c. Anything written on any other instrument or any kind of furniture or any other substance which may have relevance to the syllabus of the examination paper concerned.
    - d. Anything written or signs made on the body of the candidate or his/her clothes/garments, handkerchief etc which may have relevance to the syllabus of the examination paper concerned.
    - e. Anything written on the question paper which may have relevance to the syllabus of the examination paper concerned.
  2. Giving or receiving assistance in answering the question papers to or from any other candidate/person in the examination hall or outside during the examination hours.
  3. Talking to another candidate or any unauthorised person inside or outside the examination room during the examination hours without the permission of the invigilating staff.
  4. Swallowing or attempting to swallow or destroying or attempting to destroy a note or paper or any other material.
  5. Impersonating any candidate or getting impersonated by any person for taking the examination.
11. A candidate found using unfair means or involved in disorderly conduct or disturbing other candidates, at or in connection with an examination shall be referred to Unfair means Committee. The committee after consideration of the case as referred to it by instructor/invigilator can award punishment. The punishment awarded by this committee will be in addition to the punishment that may have been already awarded by the course coordinator with one or more of the following
  1. Cancellation of the examination of the paper in respect of which he is found to have been guilty; and/or
  2. Cancellation of the examination of the semester examination for which he was a candidate and/or debarring from examination for future semester(s).
  3. Any other punishment deemed suitable by the committee.

**Controller of Examinations**  
**Shri Shankaracharya Professional University, Bhilai**