CIRCULAR

Ref.No.: CR/COE/HIT/23/10/2023   **Date: 09.10.2023**

Circular for Examination Form Fill-up of Regular End Semester (Odd) UG/PG 3rd. (Except Lateral Entry), 5th. & 7th. Semester'2023-24 under Autonomy

The undersigned is urgently informed to all concerned that the form fill-up under autonomy for end semester (Odd) UG/PG students of 3rd. (Except Lateral Entry), 5th. & 7th. semester'2023-24 will be as under:

1. Examination form would be available in the student's login domain for all enrolled students of the end semesters (Odd)'2023-24 of UG and PG courses [3rd. (Except Lateral Entry), 5th. & 7th. semester] from **hit.ucanapply.com / hitexam.net**

2. Students must submit the **examination form and fees** online from their **login domain. Examination Fees for each candidates: Regular: Rs. 2000/- (within scheduled date)**
    Rs. 2500/- (with late fine after scheduled date)

3. On submission of the examination form online by the student, the said form will be available in the college admin login for verification/confirmation by the college.

4. Verification/confirmation of examination form will be made after clearing all the college dues. Students are advised to pay college dues (if any) through the link **http://student.hithaldia.org** to the college account **within 13.10.2023** positively.

5. Upon verification/ confirmation by the college, the students will be eligible to submit their examination fees @ Rs. 2000/- (Rs. 2500/- with late fine) through online examination web portal: **hit.ucanapply.com / hitexam.net**

6. **Do not send the examination fees to college bank account.**

7. After payment of the examination fee(s) student must download the form for future reference.

8. After submission of the examination fees admit card will be generated online in the student's login.

9. Provision of examinations (offline) would be available for the students for whom admit card is issued. The schedule of admit card generation and examination (offline) would be notified separately by the Institute.

Dates for form fill-up for 3rd. (Except Lateral Entry), 5th. & 7th. end semester (Odd) examination 2023-24 for Regular Students

13/10/2023 **(from 02.00 PM)**	Availability of forms and submission of application form by the students for appearing in the Examination of Odd Semester 2023-24.
17/10/2023	Last date for online submission of the examination form by the students **(up to 5.00 pm)**.
18/10/2023	Last date for verification/confirmation by the colleges for eligibility of the students.
18/10/2023	Last date for submission of examination fees online by the students.

Form fill-up date with late fine will be published later. Admit card generation will be after completion of the entire form fill-up process.

For any further information, students are advised to visit the notice section of the Institute's examination web portal (hitexam.net) or contact to respective mentor/HOD.
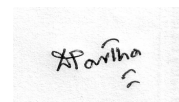
Sd/-
Prof. P.P.Das
Controller of Examinations.
HIT, Haldia.

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[Prof. P.P.Das]
Controller of Examinations.
HIT, Haldia.