

ANSAL UNIVERSITY GURGAON
Examinations Department

NOTICE – Reappear/Improvement Process in Even Semester 2020

APPLICABLE FOR ALL STUDENTS WHO ARE TO GRADUATE IN 2020 OR
BEYOND EXCEPT B.ARCH, M.ARCH (Not applicable to batches of 2019 admissions)

Not Applicable to Students who have backlogs from batches who would have graduated in
2019 or earlier (A separate notification would be given for such students)

15 April 2020

The Regular/Reappear Datesheet for the Even Semester examinations shall be notified in due course of time. The date would be decided keeping in view the prevailing COVID-19 conditions and any Government Directives in that context. However, students should be prepared to take the assessments at a short notice. In this Semester following categories of make-up examinations shall be conducted -

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 if applied within the prescribed timeline.

Reappear Fee Timeline -

Up to 30 April 2020 – Rs 750

Up to 8 May 2020 – Rs 1500

Up to 15 May 2020 – Rs 3000

After 15 May 2020 – Rs 5000

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 -

Up to 30 April 2020 – Rs 750

Up to 8 May 2020 – Rs 1500

Up to 15 May 2020 – Rs 3000

After 15 May 2020 – Rs 5000

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Concerned students are advised to fill the Re-appear/Improvement Examination Form and pay the Re-appear Examination Fee latest **by the timelines specified above.**

1. The Reappear exam Form is available at the following link –
<https://g01.digialm.com/EForms/html/form63417/login.html>
2. To understand the process see the attached file –
Hall ticket login document
 - a) 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.
 - b) Payment can only be done online

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 30 April 2020 is Rs 3000/- and you do fill the information online but fail to make the payment then on the 1 May the charges as applicable on 1 May 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.

For any query related to filling up the form you can get in touch with –

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Anil Yadav

Controller of Examinations