

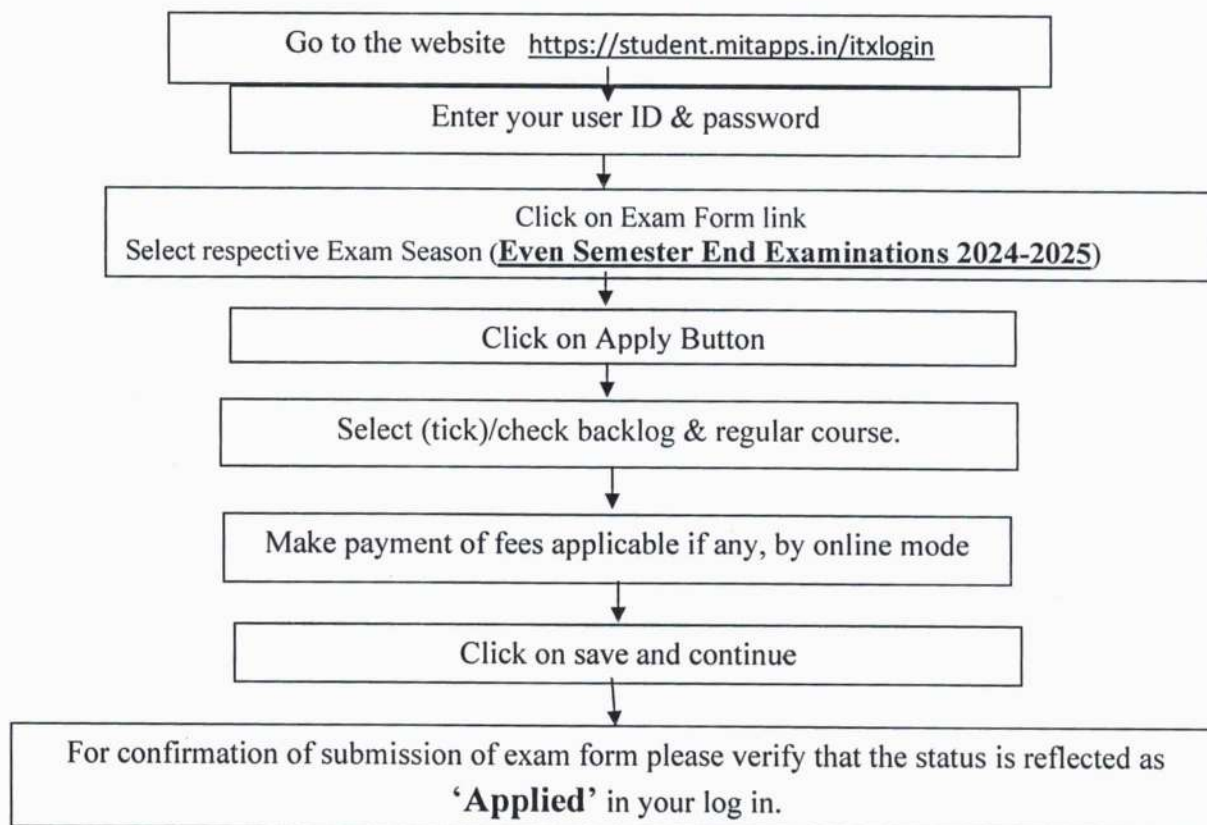
NOTICE

To all cadets of MANET

Even Semester End Examinations 2024-25: Examination Form Filling

All cadets of MANET are hereby informed that they must submit exam forms for **Even Semester End Examinations 2024-2025** by online mode as follows.

Procedure for submission of exam form is as follows



Particulars	Date
Start Date for the submission of an Online Exam form	17-04-2025
Last Date for the submission of an Online Exam form (Without Late Fee)	23-04-2025
Last Date for the submission of an Online Exam form (With Late Fee of Rs. 100/- per day)	27-04-2025
Last Date for the submission of an Online Exam form (With Late Fee + Special Late fees of Rs. 300/- per day)	30-04-2025

Cadets must refer to the following instructions while submitting the Examination form.

1. No cadet will be allowed to submit the exam form after 01-05-2025.
2. Cadets without an authenticated Hall Ticket will not be allowed to appear for Theory/Practical/Jury/Viva etc. End Semester Examinations.
3. Instruct cadets not to use mobile phones for backlog fee payments. They must use a computer or laptop.
4. Cadets should verify their program name, pattern, and course details (both electives, compulsory, SHD and SCIL etc. courses) before submitting the exam form. If they have any doubts, they should contact their mentor, faculty, or Exam Coordinator.
5. If a student's result is on hold and the result is released after 22/04/2025, the late fee as per the schedule will be applicable. No concession will be granted to any student submitting the examination form after the last date of submission.


General Instructions:

1. To access the Exam Portal <https://student.mitapps.in/itxlogin> , an OTP is required. If a student has changed their mobile number, it must be updated in the Exam Portal; otherwise, the portal will not be accessible without the OTP.
2. Cadets are advised to verify and confirm his / her, Mother's and Father's Name and all details. If there is any correction in the profile, cadets have to apply in prescribed application form for correction before 30.04.2025 to the respective cadet section of the school. If application of the correction is not received in the stipulated period, cadets will have to pay Rs. 500/- for each Grade Card.
3. The photograph uploaded on the student's profile in the examination portal will be printed on the Grade Card and Degree Certificates. If the uploaded photograph is unclear or not appropriate, the same will still be printed on all official examination documents. Therefore, students are advised to ensure that a clear and decent photograph is uploaded on the exam portal. If a student wishes to update or change the photograph, they must email a decent and appropriate photograph to their respective school on or before 30/04/2025.
4. Cadets must update their profile, including their scanned signature and photograph, if not already uploaded, via the "Update Profile" link. A photograph, signature, Address, ABC ID, and name as per Aadhaar are mandatory for exam form submission. The attached help file should be shared with the cadets for guidance on form filling.

5. If cadets have cleared their fee dues and eligibility issues, the same will be resolved before the last day of exam form filling, for the release of Examination Forms.
6. Please remind cadets that if their form shows the 'NEW' state, it is not considered submitted. Only forms in the 'APPLIED' state will be available for approval at school level.
7. Please note, after the last date with Special Late Fees, the form submission link will be disabled, and cadets will not be able to appear for the exams.
8. Cadets with backlog courses must pay Rs. 1,000 per course as backlog exam fees. They should use only a computer or laptop for successful fee payment.
9. Cadets failing to submit the exam forms will not be eligible to appear for Even Semester End Examinations 2024-2025.
10. Please note that as per the instructions of the University, examination forms of the cadets having outstanding fees will NOT be APPROVED by the concerned authorities.
11. Cadets who had appeared for re mid-term examination & Re-CA of backlog subjects have to select and apply for respective subjects. If the respective subject is not selected & applied by a cadet, then the updated marks cannot be updated in the online portal of MIT ADT University & which will not be reflected in the final result.
12. The cadet whose earlier result is on hold due to any reason cannot fill the Examination Form.
Cadets should check and verify the programme name, pattern, and course information (Electives as well as compulsory courses) before submitting the Online exam form.
13. Even after following the above precautions, if any correction is required in the examination form (such as correction of electives, selection of backlog courses, etc.), a fee of ₹500 per student will be charged for each correction.

For any queries related to outstanding fees cadets may contact the accounts department & Student section.


Prof. N. S. Kamthe
Exam Coordinator


Prof. E. B. Pore
Head of Examinations


Capt. Prerit Misra
Principal

C.C.: Mr. Ravindra Jadhav -DH Hostel (For announcement in the night muster)
Prof. Rajesh Jagatap – (For uploading on MANET website)