



COTTON UNIVERSITY

(Erstwhile Cotton College and Cotton College State University)

Panbazar, Guwahati, Assam-781001

www.cottonuniversity.ac.in :: 0361-2733588

NOTICE

This is for information of the candidates appearing for **Arrear/Repeat/Betterment Papers of the following:-**

- 1) UG 2nd End Semester Examination, 2022 (students admitted in 2020)

The students need to fillup the examination form and submit it along with the paid challan at the Office of the Controller of Examinations, Cotton University within 27th July, 2022. (Forms and challan may be downloaded from the website) or send their scanned copy of both the application and challan in the email id:- exambranch@cottonuniversity.ac.in

Note: Students will not be allowed to fill up their forms after 27th July, 2022.

Controller of Examinations, CU
coe@cottonuniversity.ac.in

Memo No. : CU/EXAM/2013/002/4887/1-50

Date: 14-07-2022

Copy for information and necessary action to:-

1. Dean Student's Welfare, CU, Ghy-1
2. Academic Registrar, CU, Ghy-1
3. DSW, CU, Ghy-1
4. P.S.to Hon'ble Vice Chancellor, CU, Ghy-1
5. P.S. to Registrar, CU, Ghy-1
6. Finance Officer, CU, Ghy-1
7. All the Heads of Departments, CU, Ghy-1
8. System Manager with a request to upload in the website, CU, Ghy-1
9. Librarian, CU, Ghy-1
10. Notice Board
11. Office File



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FEES STRUCTURE FOR UG /PG

COURSE	Total (Rs)	
	Without practical	With practical
BA/BSc/BSc(Biotech)/BCA	1100	1450
MA/MSc/MCA	1150	1600

1. Fees deposited after filling up Forms will not be refunded.
2. BETTERMENT is not permissible for practical/laboratory, dissertation, projects, workshops, fieldwork components.
3. All betterment examinations must be completed within 2 (two) semesters (one year) of the end of the normal duration of the course.

Sd/-

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RULES & REGULATIONS FOR Arrear/Repeat

- 1. REPEAT:** A paper will be treated as REPEAT under the following circumstances: (a) S/he did not register for the paper in the semester it was originally offered; (b) s/he did not clear attendance requirements for the paper; (c) s/he cleared attendance requirements but failed in or did not appear for the during-the-semester (sessional/mid-term) examinations; (d) s/he has not been allowed to appear for the end-semester examination.
- 2. ARREAR:** A paper will be treated as ARREAR if the student failed in the end semester examination but has cleared the attendance requirements and the during-the-semester examinations (sessional/ midterm examinations).

RULES & REGULATIONS FOR Betterment

- 1) BETTERMENT:** If a student is not satisfied with her/his end-semester results in a particular paper, s/he may opt for BETTERMENT. For this, it is necessary that the student has cleared attendance requirements and during-the-semester (sessional/ midterm) examinations and taken and cleared the end-semester examination. Maximum 2 (two) end-semester theory papers or components are permissible for BETTERMENT. BETTERMENT is not permissible for during- the-semester examinations(midterm) or practical/laboratory components, projects, workshops, assignments and internal assessments. After the BETTERMENT examination, the student will be awarded the grade/marks of the better of her/his two results, i.e. the originally awarded grade/marks or the grade/marks secured in the BETTERMENT examination. **Registration for BETTERMENT is only permitted if the particular course/paper being registered for is offered by the University at that time.** No registration for BETTERMENT is possible after the degree has been conferred and/or the student has received the provisional/original certificate. All betterment examinations must be completed within 2 (two) semesters (one year) of the end of the normal duration of the course.

A candidate shall be eligible for only one opportunity to appear betterment (improving marks/grades) examination in a maximum of two end-semester theory papers in a particular end-semester examination. For example, a student may appear for betterment say in 1st & 2nd papers of first end-semester examination along with third end-semester regular examination. However, s/he won't be allowed to appear again in the same 1st & 2nd papers of first end-semester examination along with fifth end semester regular examination; but s/he will be allowed to appear in any other two papers along with fifth end-semester regular examination. But if a candidate did not appear in immediate subsequent next first semester examination for betterment when he/she was in regular 3rd semester examinee he/she should not be allowed to appear next 1st semester examination for betterment when he/she was in regular 5th semester examinee.



PARTICULARS TO BE FILLED IN BY THE CANDIDATE

Form No. Ex9A

COTTON UNIVERSITY

PANBAZAR, GUWAHATI -781 001
ASSAM :: INDIA

This form must be submitted before the stipulated date

Enrollment No:

Candidate's Name :
(In capital letters)

To
The Controller of Examinations
Cotton University
Guwahati 781 001

Date:

Sub.: Application for permission to appear in Certificate/Post Graduate Diploma/Under Graduate/Post Graduate/Ph. D. Examination
20 as an Arrear(Back)/Repeat candidate in Semester Examination 20..... for the
subject

Sir/Madam,

Kindly permit me to appear in the above-mentioned examination as an Arrear(Back)/Repeat candidate.

The fees of Rupees only is submitted herewith.

If any statement made in the application is found to be false, or if I am found to have concealed any relevant facts or if it appears that in the opinion of the University, I have in any way contravened the provisions of this University rules and regulations for the above mentioned examination, my candidature to the examination shall be liable to be cancelled by the University.

Yours sincerely,

(Candidate's Signature in full)

CERTIFICATE

I certify that the above named candidate has fulfilled CU rules and regulations to be eligible to appear in the above-mentioned examinations, including the attendance norms. She/ He has also obtained the required clearances as per the regulations of this University.

Date:

Head of the Department/Institution with seal

Signature

Challan / Receipt No.

Signature of the Cashier

P.T.O.

PARTICULARS TO BE FILLED IN BY THE CANDIDATE

CU Enrollment Number																			
NAME (in Capital letters)																			
COURSE NAME:- (BA/BSc/BCA/MA/MSc/MCA/PG Diploma/Certificate/Ph.D.)																			
[Use tick 'v' which is applicable]																			
Subject Arrear/Repeat Papers in which he/she desires to be examined in: (attested copy of the earlier grade report(s) to be enclosed)*																			
ARREAR/BACKPAPER CODE										ARREAR/BACKPAPER NAME									
REPEAT PAPER CODE										REPEAT PAPER NAME									
If Expelled & Debarred from appearing any University examination, state:																			
ENROLLMENT/ROLL NO :										EXAM :					YEAR				

*Grade Report should be attested by the Head of the Institution (HOI)/ Head of the Department (HOD).

Signature of the candidate

PARTICULARS TO BE FILLED IN BY THE HEAD OF THE DEPARTMENT/HEAD OF THE INSTITUTION **

UG			PG	
Subjects	Attendance in percentage		Subjects	Attendance in percentage
Core Paper 1.		Paper 1.
2.		Paper 2.
3.		Paper 3.
Elective Paper 1.		Paper 4.
2.		Paper 5.
Compulsory Paper		Paper 6.

** to be filled in only in cases of REPEAT candidates.
 N.B. : Attendance below 75% (or below 50% in case of genuine illness) in a paper will be treated as DISCOLLEGIATE in that particular paper.

Date:

Signature of HOD/HOI with seal

PARTICULARS TO BE FILLED IN BY THE CANDIDATE



CU Enrollment Number									
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NAME (in Capital letters)									
---------------------------	--	--	--	--	--	--	--	--	--

COURSE NAME :(BA/BSc/BCA/MA/MSc/MCA/PG Diploma/Certificate/Ph.D.)									
[Use tick 'v' which is applicable]									

Subject **Betterment Papers** in which he/she desires to be examined in:{ Maximum two theory papers of a subject are allowed to appear in betterment exam. Note that the papers chosen are not the ones appeared in earlier betterment examination(s)}

(attested copy of the earlier grade report(s) to be enclosed)*

PAPER CODE	PAPER NAME
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1st Semester / 2nd Semester[Use tick 'v' which is applicable]

3rd Semester / 4th Semester[Use tick 'v' which is applicable]

5th Semester / 6th Semester[Use tick 'v' which is applicable]

If Expelled & Debarred from appearing any University examination, state :

ENROLLMENT/ROLL NO:	EXAM :	YEAR			
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SPECIMEN HANDWRITING (please write about 15 different words):

.....

.....

.....

*Grade Report should be attested by the Head of the Institution (HOI)/ Head of the Department (HOD).

Date :

Signature of the candidate



COTTON UNIVERSITY
Panbazar, Guwahati-01



BRANCH SOL ID:

ACCOUNT NO. 00365LFECCOL INSTITUTE NAME: FCCSUG
PAN NO. OF THE INSTITUTION: AAAAGC0832M
GSTIN OF THE INSTITUTION: 18SHLC02418D1DL

REMITTER'S
NAME

CHALLAN NO. / ENROLL NO.
(for new applicants) / (for existing students)

COURSE/ SECTION: EXAM FEE

CLASS/FEE CODE	PARTICULARS	AMOUNT (Rs.)
003	EXAM FEE	

Cash details:

Denomination	Amount
2000 X	
500 X	
100 X	
50 X	
20 X	
10 X	
5 X	
Coins	
TOTAL	

AMOUNT IN WORDS:

DRAWN ON:

CHEQUE / PO /DD NO. & DATE

PAYABLE AT:

CONTACT NUMBER

SIGNATURE OF THE REMITTER

FOR BANK USE ONLY

BRANCH NAME	BRANCH CODE	DATE

AMOUNT (Rs.)

TRANSACTION ID:

(MANDATORILY FILED BY BANK OFFICIALS)

SIGNATURE /STAMP

ICICI BANK LTD.



COTTON UNIVERSITY
Panbazar, Guwahati-01



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AMOUNT (Rs.)

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Cash details:

Denomination	Amount
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100 X	
50 X	
20 X	
10 X	
5 X	
Coins	
TOTAL	

AMOUNT IN WORDS:

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CHEQUE / PO /DD NO. & DATE

PAYABLE AT:

CONTACT NUMBER

SIGNATURE OF THE REMITTER

FOR BANK USE ONLY

BRANCH NAME	BRANCH CODE	DATE

AMOUNT (Rs.)

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