



SHAHEED BHAGAT SINGH STATE TECHNICAL CAMPUS
MOGA ROAD, (NH-95), FEROZEPUR-152004
(Established & Managed by the Punjab Govt.)

Ref. No. SBSSTC/Fzr. /COE/2018/ 741

Dated: - 28/02/18

URGENT NOTICE

All students are hereby informed that the examination form filling for the examinations to be held in May-2018 is to commence shortly. In this regard the following are once again reiterated:

1. **Some cases have been noticed where the students have not uploaded their photograph or if uploaded, the orientation is wrong or some other problem. The students are required to update their personal profiles on the intranet site 10.11.11.11 immediately.**
2. **This website may also be accessed on the internet by visiting the college website and clicking "MySBSEexam Intranet" (top right corner). Login into FORTINET. Keep the login window open. Again visit the college website and click on "MySBSEexam Intranet" (top right corner). You will be directed to examination website.**

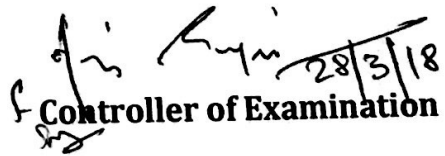
For logging in the ID is their University Roll No. and the password can be obtained from the respective HODs if not obtained earlier.

All are instructed to change their passwords immediately on first login.

After updating their profile, they can upload their photograph.

Unless this information is updated, the regular examination forms cannot be filled and locked by respective departments. All the students must ensure that their profile and photographs have been uploaded by 6th April 2018.

Delay in this activity may result in the student not being allowed in examinations.


Controller of Examination

Cc:

- Director/AD for information.
- All HODs - to kindly ensure that no form is locked which does not have the proper information including photograph.
- College website.
- Dean Academics/ Dean PGS.
- All CNBs/ HNBS.



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Dated: - 28/02/2018

A.D./ D.A./ Dean P.G./ All HOD's,

Subject: - Schedule for filling of examination forms for examination May, 2018.

It is to bring to your kind notice that the examinations for the current session are commencing from 11th May 2018. **The exam forms are to be filled on college website www.sbsstc.ac.in.** The procedure for form filling is available on the college website. The schedule for filling the examination forms online along-with the fee structure is as given below:

Sr. No.	Examination fee Rs. 1000/- per semester	Correction fee after form is locked	Schedule for online filling and submission of examination form in institute for all regular & re-appear students *
1.	Without Late Fee	Nil	From 2 nd April 2018 to 19 th April 2018
2.	With Late Fee of Rs. 1000/- per semester	Rs. 500/- per semester	From 20 th April 2018 to 26 th April 2018
3.	With Late Fee of Rs. 2000/- per semester	Rs. 1000/- per semester	From 27 th April 2018 to 3 rd May 2018
4.	With Late Fee of Rs. 5000/- per semester with the permission of Hon'ble Director (In special circumstances)	Rs. 2000/- per semester	From 4 th May 2018 to 10 th May 2018

*Including pass out Batches: -

- 2010 admissions onwards - B.Tech.
- 2015 admissions onwards - M.Tech. (Full time)
- 2013 admissions onwards - M.Tech. (Part time)
- 2014 admissions onwards - MBA
- 2012 admissions onwards - BCA/B.Sc. (IT)/MCA

All HOD's are requested to check compulsory and elective subjects before taking print outs of the examination forms. Any new instructions regarding examination process will be made available on the college website from time to time. All are advised to check the website regularly.

COE
28/3/18

Director
28/3/18

Copy to: -

- All HOD's/ Associate Director to provide intimation to the students.
- Dean Academics.
- Dean PG studies.
- All CNB/ HNB.
- College website.