



Mahatma Gandhi Mission's College of Engineering and Technology
Kamothe, Navi Mumbai

NOTICE

No. Excell/ of 2019-2020/330

Date: Oct 10, 2019

EXAM- FORMS M.E. SEM I- REGULAR DECEMBER 2019 EXAM

All class incharges of M.E. are informed to complete the inward process in **Digital University Portal (mum.digitaluniversity.ac)** vide circular No.Exam/examform/result section/184/2019, dated 09/10/2019.

Courses	Last Date with Normal fees	Remark
<u>M.E. SEM I Choice Based – CIVIL, BME & CHEMICAL REGULAR</u>	On or before 14/10/2019 11.30 a.m.	Submission of Xerox copy of payment Receipt to Class Incharge

Note:

- Byclicking the tab pre examination.
Then click Inward for Exam forms.
Click on all the fields and select the appearance type and proceed and select the student by name and click inward and enter the college receipt number and date and then click Inward student.
Then repeat the same process for all the students by clicking on Next student.
- All the M.E.classincharges must complete the inward and also fill the report available in the exam cell after verification by exam cell staff



for Director

	Tick	Signature	Time and Date		Tick	Signature	Time and Date
Dean R and D				Librarian			
Dean Acad				Warden/In-charge Admissions			
Dean FE				Exam Cell In-charge			
Dean Admin				IEC Chairman			
Head, BIOMED	✓			Registrar			
Head, BIOTECH				Assistant Registrar			
Head, CHEM	✓			Admin Office	✓		
Head, CIVIL	✓			Accountant / Cashier	✓		
Head, COMP				T and P In-charge			
Head, EXTC				Chairman Students' Council			
Head, IT				Site Office			
Head, MECH				General Secretary			
Head, ELECTRICAL				Concerned Person			