



## NOTICE

No. Excel/ 18 of 2018-19

Date: April 15, 2019

### INWARD OF EXAM - FORMS F.E. SEM II Choice Based - REGULAR

All class incharges of F.E. are informed to complete the inward process in Digital University Portal ([mum.digitaluniversity.ac](http://mum.digitaluniversity.ac)) vide circular No.Exam/examform/result section/134/2019, dated 04/04/2019.by clicking 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.

Courses	Last Date with Normal fees	Remark
<u>F.E. SEM II Choice Based - REGULAR</u>	On or before 15/04/2018 05.30 pm	For approval receipt number of difference fees and date is required.

#### Note:

- All the class incharges must complete the report available in the exam cell after Verification by exam cell staff.



Principal

	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			