Indira Gandhi Delhi Technical University for Women
Kashmere Gate, Delhi-110006
(Examination Division)

Ref. No. 1(31) /2016-IGDTUW-Exam/302   Dated : 12/10/2021

CIRCULAR-NO.- 10 /2021/EXAM

Subject: Student's Re-appear paper Registration for Semester August-Dec 2021(Both CBCS and Non-CBCS courses).

The reappear paper registration feature is made available to the students at the Examination ERP Portal (**https://igdtuw.in/IGDTUW**). Students not registering up to **14th October, 2021** will not be eligible for appearing in the re-appears of Minor/Mid-Term Examination.
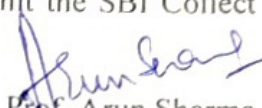
The Non-CBCS students who have secured less than 50% marks (in the whole internal component) in the back paper subject can appear for reappear in Minor Examination. In the similar way the, the **CBCS** students who have secured less than 45% marks (in the whole internal component) in the back paper subject can appear for reappear in Mid-term Examination (*For example in* **CBCS***, if any student has secured less than 18 marks in any of her back paper subjects for odd semester, can be eligible for* **Reappear in Mid-Term Examination***).*

Process for registering in reappear papers

Login------Exam Process-----Post-Exam activities------apply for reappear

For reappear papers of odd semester's subjects, Students is having option of paying fee through offline & online mode in the ERP system. Student who will select offline in ERP for the payment, they are required to make the payment online through SBI Collect (URL https://www.onlinesbi.sbi/sbicollect/icollecthome.htm) or Demand Draft in favor of Registrar, IGDTUW. Student who will select the online payment in the ERP, they will pay the fee through PayU Payment Gateway which is integrated in the ERP System.

Students who are applying for reappear papers are required to pay the fees of **Rs. 500/-** per paper. All students need to submit the Reappear Application form download through ERP System duly signed print out of the form to the Examination Division on or before **14.10.2021 3 P.M.** Student who has paid the fee through SBI collect they need to submit the SBI Collect Payment Receipt along with the reappear application form.
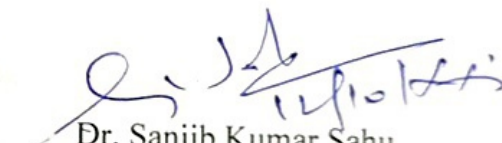
Prof. Arun Sharma
Dean (Examination Affairs)

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Dated : 12/10/2021

Copy for kind information to:

(i) Dean (Academics Affairs)/Dean(Students Welfare)
(ii) All HoDs
(iii) AFO, IGDTUW
(iv) PS to Hon'ble Vice-Chancellor-IGDTUW
(v) PS to Hon'ble Pro-Vice-Chancellor-IGDTUW
(vi) PA to Registrar
(vii) In-charge (Web Services)/System Analyst with a request to upload on the University website.
(viii)   Guard File

Dr. Sanjib Kumar Sahu
Dy.CoE