OFFICE OF THE CONTROLLER OF EXAMINATIONS

Phone : 0481 - 2421437
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SURSUM CORDA

ASSUMPTION COLLEGE
CHANGANASSERY, KERALA, INDIA 686101 | AUTONOMOUS
Accredited by NAAC with A+ Grade (Cycle 4) | ISO 9001:2015 Certified
Principal - 0481 2401036, www.assumptioncollege.edu.in
Affiliated to Mahatma Gandhi University, Kottayam, Kerala, India

No.AC-CE/686/2023   13/07/2023

NOTIFICATION

It is hereby notified that a Mercy Chance Examinations as per Order No. AC-CE/628/2023 dated 10.02.2023 will be conducted for MA, M Sc, M Com and MSW (CSS – 2016 Admission and CBCS – 2017 & 2018 Admissions) Degree programmes for I to IV Semesters. The date of examination will be announced later. The examination fees can be remitted from **01.08.2023** onwards. The last date for **online registration and payment of fees** is **04.08.2023** (without fine), **07.08.2023** (with a fine of Rs. 100) and **08.08.2023** (with a super fine of Rs. 500). The fees can be remitted only on **online mode**. In case, any candidate has to appear for more than one semester, separate registration shall be made for each semester. The hardcopy of the **Application Form and /or Fee Receipt** of each semester shall be submitted to the Office of the Controller of Examinations without fail.

Details of the Date of Remittance of Fees			
Date of Commencement of **Online Registration** and **Payment of Fees**	Last Date of Payment of Fees **without Fine**	Date of Payment of Fees with a **Fine** of Rs. 100/-	Date of Payment of Fees with a **Superfine** of Rs. 500/-
01/08/2023	04/08/2023	07/08/2023	08/08/2023

The procedure to be followed for online registration is detailed below:

Step 1: Log in to the student account through the following link.
www.assumptioncollege.edu.in ⟹ Login ⟹ Student Login

Step 2: In the student login, select the **Exam Registration** option.

Step 3: Click on the **Apply** Button corresponding to the exam registration name. The subjects and the fees assigned to the selected exam registration will be displayed.

Step 4: Click on the **Register** button, the student will be asked to select the payment method. Select the required payment method and click on the 'Pay now' button

Step 5: Click on the 'proceed to pay', the student will be asked to choose the required payment gateway. Select the required payment gateway and click on the 'Proceed to payment' button

Step 6: 'Check the Payment Status' of each candidate and ensure that the payment is success. If the status is success, the Registration Process is completed. If the status is seen 'Pending' / 'Failed', click on the 'Check Status' button. If the status continues to be 'Pending' / 'Failed', then contact the Information Centre of the college for further guidance

Step 7: Take the print out of the Fee Receipt and submit it to the office of the Controller of Examinations on or before the last date prescribed for remittance of fees.

The details of fees to be remitted by the candidates are given below:

Details	One course	Two courses	Three courses	Four courses	Five courses
Amount of fees to be remitted for Theory Examinations (excluding fee for mercy chance)	420	690	960	1230	1500

In addition to the above, an amount of Rs. 170/- shall be paid towards fee for each Practical Examination, Rs. 250/- per course towards Internal Re-do, Rs. 280 towards Dissertation/Project, Rs 200 towards Viva Voce and Rs 2000/- per course towards Mercy Chance examination fee for the first time and Rs 2500/- per course for the second time.

(Fee Details:- Theory Examinations: Rs. 170/- per course. Practical Examinations: Rs. 170/- per practical. Supplementary/Improvement/Internal Re-do Registration Fee: Rs. 100/- Cost of Mark list Rs. 50/-. CV Camp fee for Theory Examination: Rs. 100 per course.)

There shall be no provision for online registration and payment of fees after the last stipulated date.

Hall Ticket can be downloaded from the student portal or the same can be collected from the department concerned.

Controller of Examinations

To
1. All Head of the PG Departments
2. The Principal
3. Office / Notice Board
4. ERP section
5. Stock file / File copy