



COTTON UNIVERSITY

(Erstwhile Cotton College and Cotton College State University)

Panbazar, Guwahati, Assam-781001

www.cottonuniversity.ac.in :: 0361-2733588 :: coe@cottonuniversity.ac.in

NOTICE

It is for information of all concerned that the date of filling up of forms (Ex-9A and Ex-9B) for the 6th semester of U.G (2018-2021, 2019-2022 batches), 4TH Semester of U.G (2020-2023 batch), 2nd semester of U.G (2018-2021, 2021-2024 batches) and 4TH Semester of P.G/M.C.A (2019-2021 & 2020-2022 batches) and 2nd semester of PG (2021-2023 batch) **Betterment /Arrear/Repeat Examinations, 2023** has been fixed from 28th March, 2023 to 7th April, 2023.

The relevant materials for filling up of Forms and fee structure are being uploaded in website.

Students are asked to download the forms, challan from the cotton university website and make payments at the respective bank and submit the filled up form along with the copy of paid challan and Gradesheets (**photocopies**) and submit it in the office of the CoE or send their scanned copy of both form and challan in the email id:-

exambranch@cottonuniversity.ac.in

NOTE : *Students will not be allowed to fill up their forms after 7th April, 2023 if they fail to do so on the stipulated date.*

Sd/-

Controller of Examinations
coe@cottonuniversity.ac.in

Memo No. : CU/Exam/2013/002/5007/1-35

Date: **27-03-2023**

Copy for information and necessary action to:-

1. Academic Registrar, CU, Ghy-1
2. DSW, CU, Ghy-1
3. P.S.to Hon'ble Vice Chancellor, CU, Ghy-1
4. P.S. to Registrar, CU, Ghy-1
5. Finance Officer, CU, Ghy-1
6. All the Heads of Departments, CU, Ghy-1
7. System Manager with a request to upload in the website, CU, Ghy-1
8. All Hostel Superintendents, CU, Ghy-1
9. Librarian, CU, Ghy-1
10. Notice Board
11. Office File

Controller of Examinations



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NOTICE

FEES STRUCTURE FOR UG 2nd, 4th and 6th, PG / MCA 2nd and 4th Semester Regular, Betterment and Arrear/Repeat Examination, 2023

| COURSE | Total (Rs) | |
|-------------------------|-------------------|----------------|
| | Without practical | With practical |
| BA/BSc/BSc(Biotech)/BCA | 1100 | 1450 |
| MA/MSc/MCA | 1150 | 1600 |

1. Fees to be collected semester-wise from the students appearing for betterment/ repeat/ arrear examinations.
2. BETTERMENT is not permissible for practical/laboratory, dissertation, projects, workshops, fieldwork components
3. All betterment examinations must be completed within 2 (two) semesters (one year) of the end of the normal duration of the course.
4. Fees deposited after filling up Forms will not be refunded.

Sd/-

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RULES & REGULATIONS FOR BETTERMENT

- 1) BETTERMENT:** If a student is not satisfied with her/his end-semester results in a particular paper, s/he may opt for BETTERMENT. For this, it is necessary that the student has cleared attendance requirements and during-the-semester (sessional) examinations and taken and cleared the end-semester examination. Maximum 2 (two) end-semester theory papers or components are permissible for BETTERMENT. BETTERMENT is not permissible for during- the-semester examinations or practical/laboratory components, projects, workshops, assignments and internal assessments. After the BETTERMENT examination, the student will be awarded the grade/marks of the better of her/his two results, i.e. the originally awarded grade/marks or the grade/marks secured in the BETTERMENT examination. If a student registers for BETTERMENT but is unable to appear for the examination due to illness or other unavoidable circumstances (documentary evidence is required to support the reason), the original grade/marks will be retained. However, the paper will remain in the list of permissible papers for BETTERMENT should the student wish to re-register at another time. **Registration for BETTERMENT is only permitted if the particular course/paper being registered for is offered by the University at that time.** No registration for BETTERMENT is possible after the degree has been conferred and/or the student has received the provisional/original certificate. All betterment examinations must be completed within 2 (two) semesters (one year) of the end of the normal duration of the course.

A candidate shall be eligible for only one opportunity to appear betterment (improving marks/grades) examination in a maximum of two end-semester theory papers in a particular end-semester examination. For example, a student may appear for betterment say in 1st & 2nd papers of first end-semester examination along with third end-semester regular examination. However, s/he won't be allowed to appear again in the same 1st & 2nd papers of first end-semester examination along with fifth end semester regular examination; but s/he will be allowed to appear in any other two papers along with fifth end-semester regular examination. But if a candidate did not appear in immediate subsequent next first semester examination for betterment when he/she was in regular 3rd semester examinee he/she should not be allowed to appear next 1st semester examination for betterment when he/she was in regular 5th semester examinee. A candidate shall be entitled to a maximum of three consecutive chances to appear betterment for different theory papers of a particular semester of PG & UG and one for PGDCA.

- 2. REPEAT:** A student must REPEAT a paper under the following circumstances: (a) S/he did not register for the paper in the semester it was originally offered (see point 1 above); (b) s/he did not clear attendance requirements for the paper; (c) s/he cleared attendance requirements but failed in or did not appear for the during-the-semester (sessional) examinations; (d) s/he has not been allowed to appear for the end-semester examination. REPEATING a paper means clearing attendance requirements and passing in during-the-semester (sessional) and end-semester examinations for that paper and for that matter a student has to take guidance teaching from the existing internal teachers.



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3. ARREAR: A paper will be treated as ARREAR if the student fails in the end semester examination but has cleared the attendance requirements and the during-the-semester examinations (sessional examinations). The student will have to take and clear only the end semester examinations.

4. A student can register for REPEAT or ARREAR papers or a combination of both types of papers for a maximum of 20 credits. A student can take any number of arrear papers if he/she has not registered any regular course work in a semester. Registration to REPEAT a paper will be subjected to the constraints of the college/university. All ARREAR/REPEAT/BETTERMENT examinations will be held along with the regular examinations. All ARREAR/REPEAT examinations must be cleared within the maximum stipulated period of a course.



PARTICULARS TO BE FILLED IN BY THE CANDIDATE

Form No. Ex9A

COTTON UNIVERSITY

PANBAZAR, GUWAHATI -781 001
ASSAM :: INDIA

This form must be submitted before the stipulated date

Enrollment No:

Candidate's Name :
(In capital letters)

To
The Controller of Examinations
Cotton University
Guwahati 781 001

Date:

Sub.: Application for permission to appear in Certificate/Post Graduate Diploma/Under Graduate/Post Graduate/Ph. D. Examination
20 as an Arrear(Back)/Repeat candidate in Semester Examination 20..... for the
subject

Sir/Madam,

Kindly permit me to appear in the above-mentioned examination as an Arrear(Back)/Repeat candidate.

The fees of Rupees only is submitted herewith.

If any statement made in the application is found to be false, or if I am found to have concealed any relevant facts or if it appears that in the opinion of the University, I have in any way contravened the provisions of this University rules and regulations for the above mentioned examination, my candidature to the examination shall be liable to be cancelled by the University.

Yours sincerely,

(Candidate's Signature in full)

CERTIFICATE

I certify that the above named candidate has fulfilled CU rules and regulations to be eligible to appear in the above-mentioned examinations, including the attendance norms. She/ He has also obtained the required clearances as per the regulations of this University.

Date:

Head of the Department/Institution with seal

Signature

Challan / Receipt No.

Signature of the Cashier

P.T.O.

PARTICULARS TO BE FILLED IN BY THE CANDIDATE



| | | | | | | | | | |
|----------------------|--|--|--|--|--|--|--|--|--|
| CU Enrollment Number | | | | | | | | | |
|----------------------|--|--|--|--|--|--|--|--|--|

| | |
|---------------------------|--|
| NAME (in Capital letters) | |
|---------------------------|--|

| | |
|---|--|
| COURSE NAME :(BA/BSc/BCA/MA/MSc/MCA/PG Diploma/Certificate/Ph.D.) | |
| [Use tick 'v' which is applicable] | |

Subject **Betterment Papers** in which he/she desires to be examined in:{ Maximum two theory papers of a subject are allowed to appear in betterment exam. Note that the papers chosen are not the ones appeared in earlier betterment examination(s)}

(attested copy of the earlier grade report(s) to be enclosed)*

| PAPER CODE | PAPER NAME |
|------------|------------|
|------------|------------|

1st Semester / 2nd Semester[Use tick 'v' which is applicable]

| | | | | | | | | | | | | | | | | | | | | |
|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
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|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|

3rd Semester / 4th Semester[Use tick 'v' which is applicable]

| | | | | | | | | | | | | | | | | | | | | |
|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
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|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|

5th Semester / 6th Semester[Use tick 'v' which is applicable]

| | | | | | | | | | | | | | | | | | | | | |
|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
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|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|

If Expelled & Debarred from appearing any University examination, state :

| | | | | | |
|---------------------|--------|------|--|--|--|
| ENROLLMENT/ROLL NO: | EXAM : | YEAR | | | |
|---------------------|--------|------|--|--|--|

SPECIMEN HANDWRITING (please write about 15 different words):

.....

.....

.....

*Grade Report should be attested by the Head of the Institution (HOI)/ Head of the Department (HOD).

Date :

Signature of the candidate



COTTON UNIVERSITY
Panbazar, Guwahati-01



BRANCH SOL ID:

ACCOUNT NO. 00365LFECCOL INSTITUTE NAME: FCCSUG
PAN NO. OF THE INSTITUTION: AAAAGC0832M
GSTIN OF THE INSTITUTION: 18SHLC02418D1DL

REMITTER'S
NAME

CHALLAN NO. / ENROLL NO.
(for new applicants) / (for existing students)

COURSE/ SECTION: EXAM FEE

| CLASS/FEE CODE | PARTICULARS | AMOUNT (Rs.) |
|----------------|-------------|--------------|
| 003 | EXAM FEE | |

Cash details:

| Denomination | Amount |
|--------------|--------|
| 2000 X | |
| 500 X | |
| 100 X | |
| 50 X | |
| 20 X | |
| 10 X | |
| 5 X | |
| Coins | |
| TOTAL | |

AMOUNT IN WORDS:

DRAWN ON:

CHEQUE / PO /DD NO. & DATE

PAYABLE AT:

CONTACT NUMBER

SIGNATURE OF THE REMITTER

FOR BANK USE ONLY

| BRANCH NAME | BRANCH CODE | DATE |
|-------------|-------------|------|
| | | |

AMOUNT (Rs.)

TRANSACTION ID:

(MANDATORILY FILED BY BANK OFFICIALS)

SIGNATURE /STAMP

ICICI BANK LTD.



COTTON UNIVERSITY
Panbazar, Guwahati-01



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| TOTAL | |

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| | | |

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| TOTAL | |

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