

Notice for Registration for Re-Exam for FY courses of UG and PG Programme

Please note that this notice refers only to the First Year courses of UG and PG Programme.

Re-Exams for First Year courses of UG and PG Programme will be conducted from 21st October 2021 (Thursday) onwards. {You may refer website for Re-Exam Time Table}

Students willing to register for the said exam should go through the registration process in three steps as follows.

1. Pay the fees online on the link <https://www.onlinesbi.com/> and take print out of the receipt. Amount may be calculated @ Rs. 500/- per course. Please keep ready the transaction number, date and amount of the “Fees Paid Receipt” without which MIS System may not record registration done by you.

2. Please update the payment details through following link:

Student Login >> Academic >> Re-Exam Fees Payment

Just updating payment details does not confirm your registration. Hence follow the next step noted below

3. Proceed for re-exam course registration through following link

Student Login >> Academic >> Re-Exam Student Registration

All concerned students are advised to register for the courses of their choice on the link given above on date: **Wednesday, 20th October 2021 form 10.30 AM to 03.00 PM**

Students absent during ESE due to medical reasons and willing to appear for re-exam on medical reason, required to seek prior approval of Dean (Academics) via email by following due procedure as mentioned below.

Students appearing for re-exam on medical reason need to take recommendation from faculty mentor, then Head of Department and permission from Dean (Academics) along with attached proofs of medical reasons.

Detained, dropped, absent {*except medical cases approved by Dean (Academics)*}, defaulter, copy case, cases of ‘Admission Cancelled’, etc., all such students are not allowed to register for re-Exam.

In case you face any problem, write an email to mishelp@coep.ac.in mentioning your MIS number and course name. It is reiterated that **this notice refers only to the First Year courses of UG and PG Programme. Registrations for any other courses will not be entertained.** Please send your fees paid receipt to examcell@coep.ac.in before 3.00 pm on the sameday.

Payment Mode: online only

Fees to be paid well in advance @ Rs. 500/- per course. You can pay the required amount online thru SBI collect today onwards till the day of registration. ‘Procedure for e-payment for amounts related to Exam Cell’ is displayed on our website under Academics Tab further in the dropdown list of Exam Cell. The same is given below.

Procedure for e-payment -- through “STATE BANK COLLECT” facility of SBI

1. Please visit State Bank website <https://www.onlinesbi.com/>
2. Find and click STATE BANK COLLECT, the 6th option from left hand side on the first horizontal bar.
3. Click Check Box to proceed for payment
4. I have read and accepted the terms and conditions stated above.
5. You will be prompted to proceed further.
6. After accurately acting upon all the steps prompted further, you can make payments for Re-exam Fee (Rs. 500/- per course).
7. Take the printout of the receipt for further references. And use it to submit where ever required.