



## Malaviya National Institute of Technology Jaipur

मालवीय राष्ट्रीय प्रौद्योगिकी संस्थान, जयपुर

(An Institute of National Importance under Ministry of HRD, Govt. of India)

JLN Marg, Jaipur-302017 (RAJASTHAN) INDIA

No: 2648.....

Date: 24 May, 2017

### ACADEMIC SECTION

### NOTICE

**Subject: SUPPLEMENTARY EXAMINATION - 2017 for B.Tech./B.Arch programs.**

All the Undergraduate students are hereby informed that **SUPPLEMENTARY EXAMINATION - 2017** shall be held from **3rd July to 7th July 2017**. Registrations for the same shall be open from **25<sup>th</sup> May 2017 to 4<sup>th</sup> June 2017**.

Students desiring to apply for **SUPPLEMENTARY EXAMINATION - 2017** shall register as per the following procedure for the examination:

1. The students registered in the UG programs in the year **2011** and prior to this, shall submit the hard copy of their application on the prescribed format available at link <http://www.mnit.ac.in/academics/format.php> duly approved by DUGC Convener within the stipulated dates. If living outside the city, the form can be sent to email id [suppexam@mnit.ac.in](mailto:suppexam@mnit.ac.in). The mail should be received by 4<sup>th</sup> June 2017. No mail after this would be entertained.
2. The students admitted in **2012** and beyond shall register on ERP only and no paper registration shall be accepted.
3. The fee must be deposited through ERP login by online payment mode only.
4. After fee payment students have to contact their DUGC convener regarding course approval.

#### Rules for Supplementary Examination

- i. Course in which 'FP' Grade is awarded (Failed due to Poor Performance) can be registered for the supplementary examination. Course(s) in which 'FA' grade is awarded failed (due to the shortage of attendance) has to be registered in the regular semester as per the registration rules.
- ii. The supplementary examination is not meant for improvement.
- iii. The registration of any student will be limited to a maximum of 15 credits in the supplementary examination
- iv. The weightage of different components for the computation of grades of the course, for which the student appears in the Supplementary Examination, shall be as follows:

Component	Weightage	Remarks
<b>Theory Courses:</b>		
Supplementary Examination (Examination duration-Three-hour)	100%	Marks in supplementary examination
<b>Practical Courses:</b>		
Supplementary Examination	50%	Marks in supplementary examination
Practical Sessional (Teacher's Assessment )	50%	Carried forward from the regular Semester

- v. If 'FP' grade is awarded in any course(s) in a supplementary examination, this course(s) shall be registered in regular semester or in the supplementary examination to be held in the subsequent year.

- vi. A separate grade sheet will be issued for these supplementary examinations.
- vii. The maximum grade that can be earned in these examinations is limited to **DD (minimum passing grade)**.
- viii. A student wishing to appear in the supplementary examination has to pay a consolidated fee of Rs. 500/- for one course and Rs. 1000/- for more than one course.

### How to apply?

To apply for supplementary examination 2017 through ERP follow the given steps:

- Step 1: Login into your ERP account.
- Step 2: Choose Registration->Supplementary Registration to register courses.
- Step 3: Select courses you want to register and submit.

Backlog/Withdrawal courses				
Backlogs				
#	Sem		Course	Credits
<input checked="" type="checkbox"/>	IV		ECT101 (THEORY) Basic Electronics Engineering Coord:	4
<input type="checkbox"/>	IV		EET101 (THEORY) Basic Electrical Engineering Coord:	4
<input type="checkbox"/>	IV		MAT102 (THEORY) Mathematics-II Coord:	4

Please choose courses carefully to appear in supplementary exam.  
After fee payment you will not be able to edit course registration on ERP

**SUBMIT REGISTRATION**

SUBMIT REGISTRATION will erase all unapproved Courses and Insert the new Courses... Please make sure...

- Step 4: Go to your fee challans and add new 'Supplementary Fee Challan' by selecting semester in fraction (Note: Fee Amount on challan will be according to number courses selected by you in previous step). To pay your supplementary exam fee, open "My Activities->My Challans". Select 'Pay online' option from action menu of challan record.

- Step 5: After fee payment, contact the DUGC Convener of your Department for approval of courses. Without approval of courses you will not be allowed to appear in supplementary exam.

*Peetu Singh*  
(Deputy Registrar)  
Academics

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- > All DUGC
- > Website (Student Corner)