

EXAMINATION DEPARTMENT

NOTICE

SUPPLEMENTARY EXAMINATION JANUARY 2024

The University is holding Supplementary Examination in the month of January 2024 for UG & PG Program.

Submission of Forms through Online Mode Only

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| START DATE | 22.12.2023 |
| LAST DATE OF SUBMISSION | 06.01.2024 |
| <u>NO REQUEST FOR SUPPLEMENTARY EXAMINATION WILL BE ACCEPTED AFTER 06.01.2024.</u> | |

DETAILED GUIDELINES

- The Supplementary Examination is for the Pass out & Current batch students.
- The University will not hold any Special Supplementary Examination for PASS OUT STUDENTS.
- The **Pass out Students** can opt for both **ODD and EVEN** Semester courses.
- The **Current batch students can opt for ODD Semester** courses only.
- The students with 'NC' in project and/ dissertation needs to send/submit an application to Associate Dean office at dean@iusikkim.edu.in and also need to meet Associate Dean personally.
- Before applying for Supplementary Examination, the students are advised to check the courses being offered CAREFULLY. If in case, the courses are different, the student should inform the same to the Examination Department.

The ICFAI University, Sikkim



- Students are strictly advised to check their grade sheets before applying for the supplementary examination.
- The University shall not be held responsible for error in subject, semester, grade etc.
- The requisite fees for improving the **Grade [D or E] only** and **NC is Rs 800/-** and for **RC is Rs 3,000/-**. Students are NOT ALLOWED to improve the Grade of Soft Skills.
- It is **COMPULSORY** to opt for Supplementary Examination for **NC** and **RC** cases.
- The Supplementary form is attached with this notice. Before paying the requisite fees for writing supplementary examinations, the students need to get the application form online verified through email from the Examination Department.
- Payment of supplementary examination fees to be deposited in the following bank account and share the deposit slip to accounts @iusikkim.edu.in writing your details thereon

Name of the account: The ICFAI University Sikkim, Fee Collection Account
Account No.: 50200004990673
Name of the Bank: HDFC
Bank IFSC: HDFC0009399
SWIFT CODE: HDFCINBB
BRANCH: Tadong
- Any query with regard to the supplementary examination should be emailed to the Examination Department at exams@iusikkim.edu.in


Dr. Rohit Rathi
Registrar



The ICFAI University, Sikkim



APPLICATION FOR THE SUPPLEMENTARY EXAMINATION FOR UG & PG: JANUARY 2024

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|---|
| PAYMENT/TRANSACTION DETAILS: |
|---|

| |
|--------------------|
| Name: |
| Enrollment No..... |
| Program |
| Batch |
| E-mail |
| Phone No |

To
The Examination Coordinator
The ICFAI University, Sikkim

Dear Sir,

I wish to exercise my option to write Supplementary Examination for the following course:

| SL NO. | COURSE CODE | COURSE TITLE | SEMESTER | EXISTING GRADE IN COURSE |
|--------|-------------|--------------|----------|--------------------------|
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I am aware of the rules governing the Minimum Academic Requirements and would abide by them.

Date :

Signature of the student

For office use only

Amount:.....

Signature