The ICFAI University, Sikkim

Ref. No.: **IUS/EXAMS/26-27/ 351** Date: **19/11/2026**

SPECIAL EXAMINATION JANUARY 2027

The University will hold a Special Examination in January 2027 for Undergraduate and Postgraduate programs.

Submission of Forms through Online Mode only

START DATE	**20.11.2026**
LAST DATE OF SUBMISSION	**30.11.2026**
NO REQUEST FOR SPECIAL EXAMINATION WILL BE ACCEPTED AFTER 30.11.2026	

DETAILED GUIDELINES:

- ✓ The Special Examination is for the Pass out & Current batch students.
- ✓ The **Graduating/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 the project/dissertation need to meet the Examination Coordinator.
- ✓ Students are strictly advised to check their grade sheets before applying for the special examination.
- ✓ The requisite fees for improving the **Grade [D or E] only** and **NC is Rs 1000/- per subject** and for **RC is Rs 3,000/- per subject.** Students are NOT ALLOWED to improve the Grade of **Soft Skills I and Soft Skills II.**
- ✓ The student must clear the semester fee before applying for the special examination.

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- ✓ The Special Examination Form and Instructions to apply online is attached to this notice. Before paying the requisite fees for writing Special examinations, the students need to get the application form verified and approved by the Examination Department (Online, through email).
- ✓ Special Examination Fees: Students belonging to the current batch are required to pay the Special Examination fee exclusively through the University website only. Graduating students are required to submit a Demand Draft (DD) drawn in favour of "The ICFAI University, Sikkim Fee".
- ✓ Any query about the Special examination should be emailed to the Examination Department at exams@iusikkim.edu.in

19/11/2026

Examination Coordinator
The ICFAI University, Sikkim

UNIVERSITY SIKKIM ICFAI GANGTOK

The ICFAI University, Sikkim

ICFAI UNIVERSITY

APPLICATION FOR THE SPECIAL EXAMINATION FOR UG & PG: JANUARY 2027

PAYMENT/TRANSACTION DETAILS:

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Name: .....

Enrollment No.....

Program .....

Batch .....

E-mail .....

Mobile No .....

To

The Examination Coordinator

The ICFAI University, Sikkim

Dear Sir,

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

SL NO.	COURSE CODE	COURSE TITLE	SEMESTER	EXISTING GRADE IN COURSE

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**

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ICFAI UNIVERSITY

INSTRUCTIONS FOR STUDENTS TO APPLY ONLINE

Steps to apply online for the Special Examination

1. Take a printout of the Special Examination Form.
2. Fill the form correctly and completely. Keep the Payment/Transaction Details section blank at this stage.
3. Send the scanned copy of the filled-in form to the Examination Department for verification and approval at *exams@iusikkim.edu.in*
4. After receiving approval from the Examination Department, proceed to make the required payment.
5. Share the payment receipt along with the Special Examination Form (with the Payment/Transaction Details filled in) to the Accounts Department at *accounts@iusikkim.edu.in*
6. The Accounts Department will verify your payment and inform you and the Examination Department. Your form submission will be considered complete only after this confirmation.

