RCC INSTITUTE OF INFORMATION TECHNOLOGY

CANAL SOUTH ROAD, BELIAGHATA, KOLKATA – 700015
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NAAC B++│NBA Accredited B. Tech CSE, IT, ECE & EE │B. Tech CSE (AI&ML), MCA, BCA, B.Sc (CS)
Approved by AICTE & Affiliated to MAKAUT, WB

Ref No:RCCIIT/CoE/2024/010   **Date:07.01.2025**

Notification on Form fill-up for Regular Students for Odd Semester Examinations 2024-25

RCCIIT authority has decided to conduct end semester (odd) examinations 2024-25 for the semesters (3rd) for regular students under autonomy and all concerned are advised to follow the steps for application /form fill-up for the same as per following.

1. Application form would be available in college website for all enrolled students of regular of UG program for issuance to the eligible students.
2. On release of the forms online by the college authority, students can submit the examination from online through their login. In case, there is problem students are advised to contact room No N420D in the college hours for assistance.
3. Upon submission of the forms, the students will be able to submit their examination fees online through different modes available.
4. After payment of the fee(s) student must download the form and fees receipt for future reference.
5. Filled up signed forms should be preserved by the students, and such forms need to be submitted to the college in due course of time, if required, as per intimation for the same.
6. After submission of the fee, the admit cards will be generated online in the student login.
7. Full marks for each theory paper will be 60 and examination duration will be 2 hours and 30 minutes. Examinations will be held at the college premises.
8. Practical/Sessional examinations would be held at colleges and the schedule will be published as per the below given dates.
9. Answer script for the theory examination will contain 26 pages and no extra sheets will be provided. Students are advised to take note of the afore mentioned points and prepare accordingly.
10. The following would be different provisional dates for different activities for the above-mentioned purpose.

Dates for form fill-up for odd semesters(3rd) 2024-25 – Regular(autonomy)	
09/01/2025	Commencement of issuance of forms by the college
13/01/2025	submission of examination form and fees by the students
13/01/2025	Last date for online submission of the form and fees by the students
14/01/2025	Last date for submission of the fees online by the students with **late fine**
16-24/01/2025	Tentative dates of Theory Examinations
16-24/01/2025	Dates of holding practical/sessional examinations and submission of marks

Fees for each candidates: Regular: 1500/-   Fees for each candidates: Regular: 2500/-(With Late fine)

For any further information, students are advised to visit the notice section of the college portal or contact the college concerned.

Commencement of Odd Semester 2024-25: 16/01/2025

(Dr. Papia Datta)
Controller of Examinations

copy to: (i)Website (ii) Principal, (iii) Registrar, (iv) Finance Officer, (v) HoDs & Functional HoDs