

Ref: RU/Exam/2021-2022/Exam Fee/010

Date: 08/11/2021

**NOTIFICATION**

**Subject: Submission of Examination Application Forms for December 2021**

The dates for filling the online examination application forms by the student for **December 2021** Semester End Examination are given hereunder. The Schedule, Examination fee and procedure for filling online applications is as detailed below:

**SCHEDULE**

Semester	Dates	With fine Rs.500/-
<b>1<sup>st</sup> to 10<sup>th</sup> sem BALLB &amp; BBALLB (Except 1<sup>st</sup> sem freshers-2021 batch)</b>	<b>09-11-2021 TO 16-11-2021</b>	<b>17-11-2021 &amp; 18-11-2021</b>

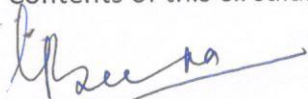
**EXAMINATION FEE**

Exam fee	Rs.2000/- per sem
Arrears subject	Rs.200/- per subject

**PROCEDURE FOR FILLING ONLINE APPLICATIONS**

1. The student needs to login to the University website (<https://reva.edu.in/news/registration-and-examination-application-form>) and fill in the online Examination application form.
2. The student should complete the examination application form on or before the above mentioned dates.
3. The Respective School Directors are requested to instruct the officials to make necessary arrangements to inform the candidates for filling the Examination Application Form.
4. The Examination application forms are online and the fee payment must be remitted through the payment gateway only.
5. Under any circumstances examination fee once paid cannot be refunded or adjusted.
6. The student registration and examination application form user manual is furnished below.

Contents of this circular may be brought to the notice of all concerned.



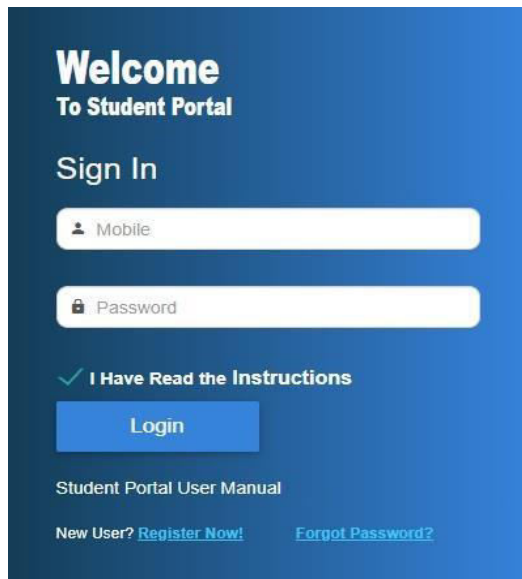
Dr. Beenā G

Controller of Examinations

The link is available in both REVA University website <https://reva.edu.in/news/registration-and-examination-application-form>.

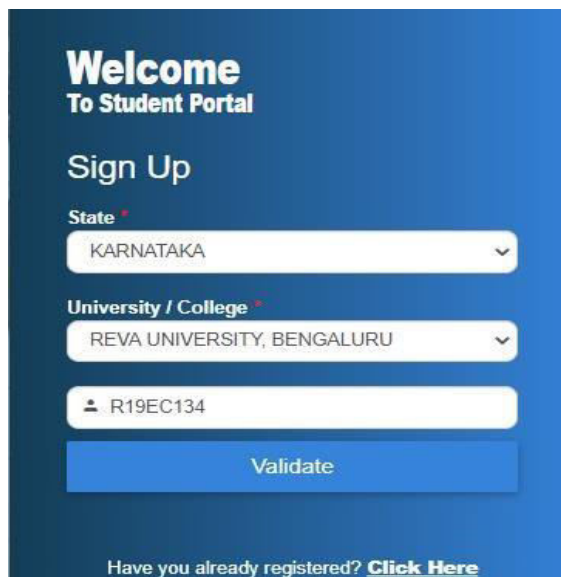
In the REVA University website - under **Announcements & Updates** click on **Registration & Examination Application Form**

**To Login directly type the link:** studentportal.universitiesolutions.in Login screen will be displayed as shown below.



The screenshot shows the 'Welcome To Student Portal' login interface. It features a 'Sign In' section with two input fields: 'Mobile' and 'Password'. Below these fields is a checked checkbox labeled 'I Have Read the Instructions' and a blue 'Login' button. At the bottom, there is a link to the 'Student Portal User Manual' and two links: 'New User? Register Now!' and 'Forgot Password?'.

- For the first time student needs to register in the student portal through SRN Number.
- Click on “Register Now” for registering into student portal.
- Select the State, University and enter the SRN. Click on “Validate” to check for valid SRN as show below



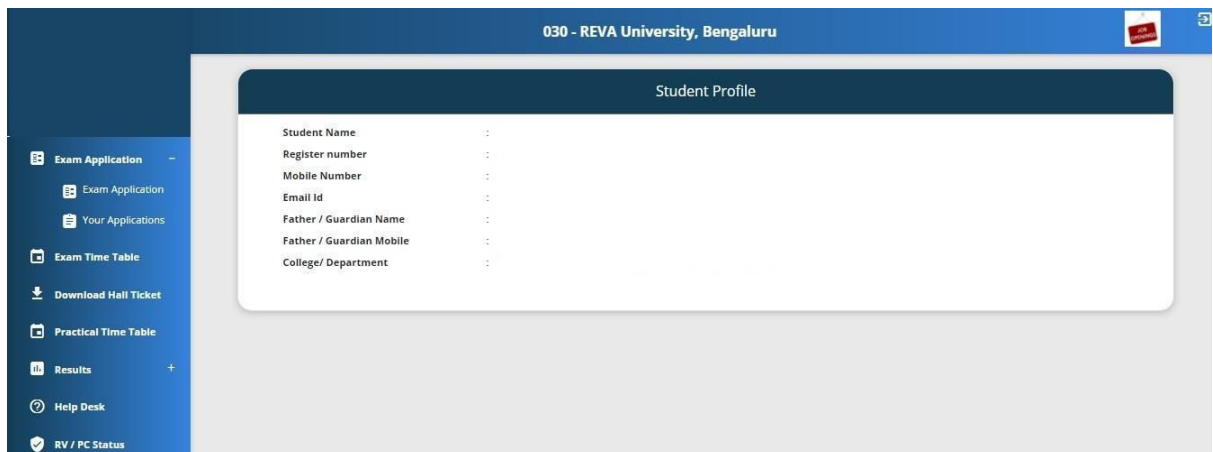
The screenshot shows the 'Welcome To Student Portal' sign-up interface. It features a 'Sign Up' section with three input fields: 'State' (dropdown menu showing 'KARNATAKA'), 'University / College' (dropdown menu showing 'REVA UNIVERSITY, BENGALURU'), and 'SRN' (text input field showing 'R19EC134'). Below these fields is a blue 'Validate' button. At the bottom, there is a link: 'Have you already registered? Click Here'.



- On clicking validate, it will display the student name, father name and mother name.
- Need to fill up the information such as mobile number, email id (official mail ID provided REVA University), date of birth and parent /guardian’s mobile number.

A registration form with a blue background. At the top, there is a white input field containing the text 'R19EC134'. Below this, the following information is displayed: 'Student Name : MALLIKARJUN C', 'Father Name : CHANDRASHEKAR R', and 'Mother Name : NAGARATHNA'. There are seven white input fields with icons: a mobile phone icon for 'Mobile', an envelope icon for 'Email Address', a calendar icon for 'Date of Birth', a mobile phone icon for 'Parent/Gaurdian Mobile', a lock icon for 'Password', and another lock icon for 'Confirm Password'. At the bottom of the form is a blue button labeled 'Send OTP'.

- Click on send OTP to receive the OTP on mobile as well as on official email. Enter both mobile OTP and email OTP then click on “Signup” to register.
- Upon successful registration, login with mobile number and the password. The main screen will be displayed which contains student profile as shown



### **Exam Application Form:**

After successful login, Menu (as shown above) will be displayed at the left side. Click or Expand the Exam application menu. On clicking two menu’s will be displayed namely Exam Application and Your Application. For applying to Exam Application, Student need to click on Exam Application menu. On clicking, details of appearing



semesters and subjects will be displayed automatically along with the status of each semester and each subjects in the semester as shown below.

030 - REVA University, Bengaluru									
Select Semester									
I	II	III	IV	V	VI	VII	VIII	IX	X
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	NE	NE	NE	NE	NE
200	800	1200	600	2500					

V - Semester Subject Details				
Sl. No.	Sub. Code	QP Code	Subject Name	Select
1	E501	21521	Tax Law and Practices-I	<input checked="" type="checkbox"/>
2	E502	21522	Management Accounting	<input checked="" type="checkbox"/>
3	E503	21523	Business Research Methodology	<input checked="" type="checkbox"/>
4	E504	21524	E-Commerce and Tally	<input checked="" type="checkbox"/>
5	E505		Soft Skill Training (Placement Department)	<input checked="" type="checkbox"/>
6	E506		Skill Development Course	<input checked="" type="checkbox"/>
7	E511	21529	Laws Related to Banking and Insurance	<input checked="" type="checkbox"/>
8	E512	21530	Customer Relationship Management in Banking and In	<input checked="" type="checkbox"/>

V - Semester Fee Details			
Sl. No.	Fee Head	Amount	Select
1	02. Exam Fee	2500	<input checked="" type="checkbox"/>
Total		2500	

**Grand Total : Rs. 5300 /-** Submit

In the above, “Select Semester” section student is appearing for I, II, III, IV and V semesters. On selecting radio button, subjects will be displayed. Fee details with respect to selected semester and subjects will be displayed automatically. Student need to verify the subject and fee details displaying.



030 - REVA University, Bengaluru									
Select Semester									
I	II	III	IV	V	VI	VII	VIII	IX	X
<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	NE	NE	NE	NE	NE
200	800	1200	600	2500					


  

II - Semester Subject Details				
Sl. No.	Sub. Code	QP Code	Subject Name	Select
1	B001	21201	Business Communication	JUN '20
2	B004	10225	Lang-II: Additional English	MAY '19
3	B005	21221	Business Statistics	JUN '20
4	B006	21222	Corporate Accounting-I	<input checked="" type="checkbox"/>
5	B007	21223	Human Resources Management	<input checked="" type="checkbox"/>
6	B008	90019	Environmental Studies	JUN '20
7	B009		Skill Development	MAY '19
8	B010		MOOC / SWAYAM	MAY '19
9	B011		Summer Internship	<input checked="" type="checkbox"/>

II - Semester Fee Details			
Sl. No.	Fee Head	Amount	Select
1	02. Exam Fee	800	<input checked="" type="checkbox"/>
Total		800	

For example, in the above, Semester II is selected (arrear exam). Subjects of Semester II will be displayed. Against each subject, status will be shown. Shows passing month for already passed subjects and allows the student to select the failed subjects only. On selecting subjects, exam fee will be calculated automatically and displayed. Student need to click on the **Submit** button to proceed further. **Fee Payment**

Make Payment	
Register number	: R18BC187
Student Name	: M P SAI CHARAN
Application No.	: 130203100033
Registered Successfully !!	
 axis  <input type="button" value="Make Payment"/>	

On Clicking the submit button, a unique **Application No.** will be generated. Click on **Make Payment** button for making the payment. On clicking the Make Payment button, it will re-directs it to Payment gateway as shown below.



The screenshot shows the Axis Bank payment interface. At the top, it says 'Axis Bank' and 'Enter description'. Below this, there are three main payment options: 'Credit/Debit Card' (with sub-options: Visa, Mastercard, Maestro, Rupay), 'Netbanking' (with sub-option: Pay with Internet Banking Account), and 'UPI' (with sub-option: Pay using BHIM, Tez and other UPI apps). To the right, the amount payable is shown as ₹5,300. Below the amount, there are input fields for 'Card Number', 'Expiry Date' (MM / YY), 'CVV' (\*\*\*), and 'Cardholder's Name'. A prominent blue 'PAY NOW' button is located at the bottom right of the form.

There are multiple options for students to pay the fee as shown above such as Credit / Debit Card, Net banking and through UPI. After selecting the required option, click on **PAY NOW** button for making the payment. Fee payment status will be captured and updated automatically. Student will get notification of payment status after completing the process. Student can download and print the Application form.

Student can view the status of payment / can re print the application form (if required) from **Your Application** menu as shown below.

Exam Applications								
Sl. No.	Reg. No.	Payment Type	Application No.	Applied Date	Payment Date	Amount	Status	Action
1	R19B1004	axis	130203100021	21/10/2020	21/10/2020	3000.00	Received at University	<a href="#">Print App.</a>

The hall ticket will be enabled to download after verification.

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