OFFICE OF THE CONTROLLER OF EXAMINATIONS: SIBSAGAR UNIVERSITY

NOTIFICATION

No. SU/COE/EX/UG/26/185 Date: 13/11/2026

Sub: **Regarding Form Fill up of B.A/B.Sc. 1st, 3rd and 5th Semester Backlog Examinations (Non-NEP), 2026**

It is hereby notified for information of all concerned that the web portal for filling up Examination Form for **B.A./BSc** 1st, 3rd and 5th Semester Backlog Examinations(Non-NEP), 2026 of Sibsagar University will be opened from the date(s) as mentioned below.

The students are requested to follow the steps at the time of Online Examination Form Fill-up as mentioned below:

STEPS TO BE FOLLOWED BY THE STUDENTS:

1. Go to the University Website to find the Online Portal in the Student's Corner.
2. Enter the mobile no. and the password used at the time of registration for log-in. The student may contact the Dean, Students' Welfare, Sibsagar University for any log-in related issues.
3. Select the optional course if it appears in your desk board. For example, a student of Undergraduate Course having **CORE** Course needs to choose a **Skill Enhancement Course (SEC) /Generic Elective Course (GEC)/Ability Enhancement Course (AEC)** from the list.
4. Save the Examination Form by clicking the Save button by paying the requisite fees.
5. ***Please take a print-out of the Receipt generated by the system for future references.***

The instructions as laid down hereunder pertaining to **B.A/B.Sc.** 1st, 3rd and 5th Semester Backlog Examinations, 2026 should be followed by the students:

1.Portal for **submitting online examination forms by the students** for appearing into the 1st, 3rd and 5th Semester Backlog Examinations, 2026 shall be activated in the Student's Corner Section by the University from		**14.11.2026**
2.Last Date for submission of online Examination forms without late fine		**19-11-2026**
3.**Last Date for submission of online Examination Forms with late fine**		**20-11-2026 (For Students)**
Fee for Backlog Examinations	**For one paper**	**Rs. 350/-**
	For more than one paper	**Rs. 650/-**
	Marksheet Fee	**Rs.150/-**
	Centre Fee	**Rs.400/-**
	Practical Examination Fee	**Rs.500/-**
	Fine for late submission of Examination Form (If applicable)	**Rs.500/-**

Rupambi
13.11.26

NOTE:

- The students should keep the auto-generated Acknowledgement receipt at their safe custody for future reference.
- Students may contact **Academic Registrar/ Dean, Students' welfare,** Sibsagar University for any discrepancy in their Paper(s) related to their concerned Examination
- No change (**especially the change of Subject**) shall be allowed in the examination forms of students once it is submitted **ONLINE.**
- For any issue, related to **ONLINE PAYMENT,** Students may contact **Mr. Lekhak Hazarika**, Accountant, Sibsagar University.

(Dr. Rupam Kr. Gogoi)
Controller of Examinations(i/c)
Sibsagar University
Assam, Pin: 785665

Controller of Examinations (i/c)
Sibsagar University
Sivasagar

Copy to:

1. The OSD, Honorable Vice Chancellor, Sibsagar University
2. The Registrar, Sibsagar University
3. The Academic Registrar i/c, Sibsagar University
4. The Dean, Student Welfare i/c, Sibsagar University
5. The Deputy Controller of Examinations i/c, Sibsagar University
6. FAO, Sibsagar University
7. All Heads of Departments, with a request to inform students about this notification
8. HA, Sibsagar University
9. Office File
10. Notice Board

(Dr. Rupam Kr. Gogoi)
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