

**Swami Shraddhanand College
(University of Delhi)
Alipur, Delhi 110036**

Date: - **18.02.2021**

NOTICE

All the students of 1st year, 1st Semester admitted in academic year 2020-21 are hereby informed that the Examination form for the Examination held in March, 2021 is Active now. Students are advised to fill their examination Form by using following link before **28.02.2021** at 5:30 P.M.

http://durslt.du.ac.in/DuExamForm_ND2020/StudentPortal/Fresh_Students/Login.aspx

Please find your subjects list uploaded on college website before filling up the Examination Form, after the filling up examination form on **Student Portal**, students have to deposit online examination fee on college website ss.du.ac.in under **Quick Links**. Examination Fees will be taken through Paytm mode only. Please read the instructions carefully before making the payment. **Students are required to pay the Examination fee latest by 28.02.2021 positively.**

Students must have to save his / her **Examination Form** and **Payment Slip of Exam Fee** in **pdf / jpeg** format and send it to their respective Dealing Assistant's mail id and make sure you have to fill exam form only once.

In case of any **query / discrepancy** in filling of the examination form, student may contact their respective **Dealing Assistant**.

Sd/-
Principal

INSTRUCTIONS BEFORE FILL THE EXAMINATION FORM

- ✓ Step-1: Fresh students Please visit the student portal link given below:

University of Delhi
(Examination Branch)
(Student Portal)

Student Login
(Only for 1st Year Students of Regular U.G., P.G., NCWEB and Certificate & Diploma Courses)

[Instructions Before Fill the Examination Form]

College Name <-----Select----->
Admission Ref. No. *
Student Name *
Date of Birth * DD DD MM MM YYYY YYYY
Registered Email-id *

Submit

: Mandatory Fields * [Register New Student](#)

Notice : Examination Form of the student shall be forwarded by concerned College / Department / Faculty to Examination Wing, University of Delhi, after verification of administrative clearance, and deposition of examination fee by the students at the concerned College / Department / Faculty.

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http://durslt.du.ac.in/DuExamForm_ND2020/StudentPortal/Fresh_Students/Login.aspx

- ✓ Step-2: Fresh students will register from the link “**Register New Student**” available on login page of the student portal. When student will click on submit button after filling all the details of the registration page, an **Admission Ref. No.** will be generated.
- ✓ Step-3: By using Admission Ref. No. , Student Name, Date of Birth and Email Id, student can login and fill his/her Examination form.
- ✓ Step-4: After filling the complete Examination Form students will click on “**Submit & Print**” button. As soon as students click on this button the filled “Tentative Exam Form” will be display for the student record. Student should get it print for further reference.
- ✓ Examination Roll No. will be generated when the college/department/faculty will confirm the Tentative Examination form of the student.

INSTRUCTIONS FOR EXAMINATION FEE PAYMENT

1. Find the [Online Fee Payments](#) link on college website
2. Select your institution's area **Fee Payment**
3. Fill **College Roll Number** under the University Roll Number, and **Proceed**.
4. Examination Fee for All the Concerned Students of 1st Year, 1st Semester admitted in academic year 2020-21 is Rs. **510/-** that is already filled in Exam Fee Column, just have to select **Exam Fee**.
5. Students have to select and fill the **Practical fee** to pay the Additional Fee amount for each Practical Paper Rs.200/- (Wherever applicable) according to your subjects.
6. Click **Proceed** to confirm payment.

Note:

- ❖ *Students must have to save his / her **Examination Form and Payment Slip of Exam Fee in pdf / jpeg format and send it to their respective dealing assistant's mail id.***
- ❖ *In case of any **query / discrepancy** in filling of the examination form, student may contact their respective **Dealing Assistant.***
- ❖ *Students have to ensure that more than one exam form will not be entertained.*

Section Officer

Name	Mobile	E-mail
Mr. Rahul Pathak	9971271238	rahul_pathal68@rediffmail.com

Dealing Assistants

Course	Name	Mobile	E-Mail
B.COM. (PROG.)	Mr. Subhash	9212899484	subhash@ss.du.ac.in
B.COM. (HONS.)	Mr. Ashok Amrohi	9958697067	ashokamrohi@ss.du.ac.in
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