

NOTICE

The M.F.A. 1st, 2nd, 3rd & 4th Semester Special Supplementary Examination, 2022 in Applied Art, Graphics -Print Making, History of Art, Painting, Sculpture and M.A. in Museology 1st, 2nd, 3rd & 4th Semester Special Supplementary Examination, 2022 under the Faculty of Visual Arts will be held on from 3rd week of October, 2022. The detailed programme of the said examination will be announced in due course.

The candidates shall fill in and submit their application in the prescribed form to be obtained from the Examination Department at Emerald Bower Campus together with the prescribed fees according to the following scheduled. The services of the Examination Department for the purpose will be available from 11.30 am to 2.30 pm each day during the period.

Subject	Date
1. All Subjects	21st to 22nd September, 2022
2. All Subjects with LATE FEE	23rd September, 2022

The candidates must have cleared their tuition fees and other dues in full failing which their examination fees shall not be accepted.

The Admit Card will be issued 5 days before the commencement of examination on production of Registration Certificate and last pay slip.

While submitting the examination forms duly filled in, the candidates must produce original Admit Card, Grade Card / Mark Sheet and Certificate of all the examination they passed and the Registration Certificate issued by this University. Each candidate would also be required to bring with him/her two passport size identical photographs, one for the examination form and other for the Admit Card.

No candidate shall be allowed to change subsequently his/her special paper or group which he/she has taken in the course and mentioned in the examination form.

The candidates appearing at the back course/s in less than full course of a semester will have to pay 30% of the present examination fees. However other fees like Grade Card fees, Computer processing fees etc. will remain the same.

N.B

1. All candidates are also requested to observe all Covid-related safety measures while they are present at the Campus, as mentioned in orders issued by the Government of West Bengal in this regard.
2. Candidates will not be allowed to enter the University without proper face mask.

Rate of Fees	For full course of a semester	For less than of full course of a semester
Examination Fee	Rs. 600 /-	Rs. 180/-
Grade Card Fee	Rs. 100 /-	Rs. 100 /-
Computer Processing Fee	Rs. 50 /-	Rs. 50 /-
Late Fee	Rs. 200/-	Rs. 200/-
Diploma Fee (if required)	Rs. 150/-	Rs. 150/-


Joint Registrar / Assistant Registrar (Exam)

Copy to :

- i) Dean, Faculty of Visual Arts
- ii) Dean, Students' Welfare
- iii) Head of the Department of under the Faculty of Visual Arts
- iv) Secretary, Faculty Council(s)
- v) Finance Officer
- vi) Audit and Account Officer – I
- vii) Security Officer
- viii) Assistant Registrar (Exam)
- ix) Information Scientist for uploading in the University website
- x) Bill Section
- xi) Evaluation Cell (Exam)
- xii) Examination Notice Board
- xiii) Students Union