

OFFICE OF ASSOCIATE DIRECTOR (A)
CIRCULAR

3227/AD(A)/CI/28/2025

07 Apr 2025

APPLICATION FORM FOR BACKLOG SUBJECTS (BACK PAPER) FOR EVEN SEMESTER EXAMINATION MAY 2025

1. It is hereby notified that the students are directed to apply for backlog papers for regular end-semester examination (Even semester) through online only.
2. Students are permitted to apply for the backlog papers that are mentioned in the regular time table of May 2025 Even Semester Examination (2nd , 4th , 6th , and 8th) semester.
3. Students can apply and make payments through "SBI Collect" using the link given below:

www.onlinesbi.com/sbicollect/icollecthome.htm

4. The institute will not accept any fees in cash under any circumstances.
5. All HODs are requested to inform the students to apply for the backlog paper through SBI collect from **09 Apr 2025** onwards after link gets activated.
6. Fee (Nonrefundable) for Backlog examination : UG/PG fee Rs. 1000/- per paper.
7. Last date of application will be **15 Apr 2025** and late fine of **Rs. 200/-** will be applied for payments made after **16 Apr 2025 till 17 Apr 2025**.
8. No application will be entertained **after 18 Apr 2025** in this regard.
9. Students are advised to keep copies of fees paid or a transaction number for future reference.

"DO NOT APPLY IF ANY TWO OF YOUR SUBJECTS ARE SCHEDULED AT THE SAME TIME (CLASH OF PAPERS) IN THE TIMETABLE."



(Handwritten signature)
07/4/2025
(Prof. (Dr.) Sangeeta Jha)
Associate Director (A)

To,

1. All HODs
2. DM (Fin)
3. Head IT Council

- For necessary action please.
- With request to upload the same in the institute e-notice board.

Copy to:

1. Director, SMIT - for kind information please
2. DCE(T)