Ref. No : **MRSPTU/ CoE/2039** Date: **20/01/2022**

NOTICE

Sub: - **Schedule and Instructions for filling examination forms for Dec-2021 (For 2021 admitted regular students only)**

1st Semester & 3rd Semester (LEET)

Examination Forms for 2021 admitted regular students for Dec 2021 exams will be filled online for 1st & 3rd semester (Regular LEET) on **www.mrsstuexam.com**. The detailed schedule is as follows:

S. No.	Description (fees @ Rs. 1000/- per sem.)	Dates		Fee Deposition
		From	**To**	
1.	**Filling & locking** of examination forms without late fees	27/01/2022	01/02/2022	Fee shall be deposited directly by the students online
2.	**Filling & locking** of examination forms with late fees of Rs. 2000/- per form	02/02/2022	04/02/2022	
3.	**Filling & locking** of examination forms with late fees of Rs. 5000/- per form	05/02/2022 onwards		

INSTRUCTION FOR COLLEGES

❖ Roll numbers of newly admitted students will be shown on or before 22/01/2022 in HOD / College IDs.

❖ Selection of groups and elective subjects (if any) by HODs must be done before 26/01/2022 otherwise students cannot fill the examination form or may fill wrong subjects **(Procedure attached)**.

❖ Admit cards shall be generated by the college through software as soon as the student fills the form.

INSTRUCTION FOR FILLING OF FORMS

1. The photograph should be uploaded and the profile updated before filling the form.

2. The details on the profile should be checked and filled carefully as the same shall be shown in the DMC's / Degree.

3. The student must have a Gmail ID which shall be filled in the profile. Gmail ID is required for conduct of online examinations for Dec-2021.

4. The form filling is only for regular students admitted in 2021.

5. The examination form (Regular) of student will be filled directly by the student in his ID. The payment can be done in any mode but preferably it should be done with net banking / debit card / credit card **(Procedure attached along)**.

6. If the payment is a success then the form shall got locked and student can take a print out.

महाराजा रणजीत सिंघ
ਪੰਜਾਬ ਟੈਕਨੀਕਲ ਯੂਨੀਵਰਸਿਟੀ
ਬਾਦਲ ਰੋਡ, ਬਠਿੰਡਾ-151001, ਪੰਜਾਬ (ਭਾਰਤ)

ਪ੍ਰੋ. ਕਰਨਵੀਰ ਸਿੰਘ
ਕੰਟਰੋਲਰ (ਪ੍ਰੀਖਿਆਵਾਂ)

MAHARAJA RANJIT SINGH
PUNJAB TECHNICAL UNIVERSITY
BADAL ROAD, BATHINDA-151001, PUNJAB (INDIA)

Prof. Karanvir Singh
Controller (Examinations)

(Established by Govt. of Punjab vide Punjab Act No. 5 of 2015 under section 2(f) of UGC Act)

7. If the payment is deducted from the student and the form does not get locked the student shall wait for 24 hours. He shall login again and click on tab **Examination → Payment history → Verify the fees** to lock the form.

8. If the student has filled and locked the form but he/she wants to modify the same, then the following procedure is to be adopted.

   For Regular forms

   ➢ Upto 04/02/2022 the student can unlock the form from his ID and make the necessary correction and again lock the form. Correction fees of Rs. 700/- shall be charged every time the form is unlocked.

   ➢ After 04/02/2022, the student shall mail his request to **supportexam@mrsptu.ac.in** and the required correction shall be done after completing the required documentation online as shall be directed on the mail.

9. Roll Nos. can be downloaded in the student ID after the same has been generated by the HOD.

10. Student will retain the copy of examination form and admit card and deposit (one copy) with his/her institute.

11. Students are advised to fill the forms in time so that they do not face any problems at the last moment later on.

12. In case of any clarification / problem, please contact to Mobile No. **7889146422** and email at **supportexam@mrsptu.ac.in.**

Controller of Examination
MRSSTU, Bathinda

<u>C.C: -</u>
Prof. In-charge (P & A)
MRSPTU, Bathinda

Steps for Upgradation & Subject Selection by HOD.
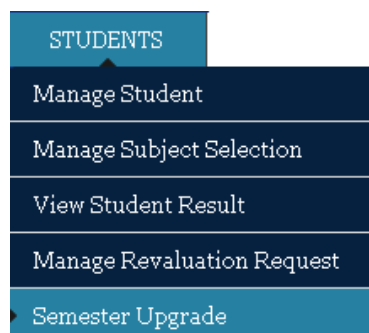
1. Open website www.mrsstuexam.com and login as HOD
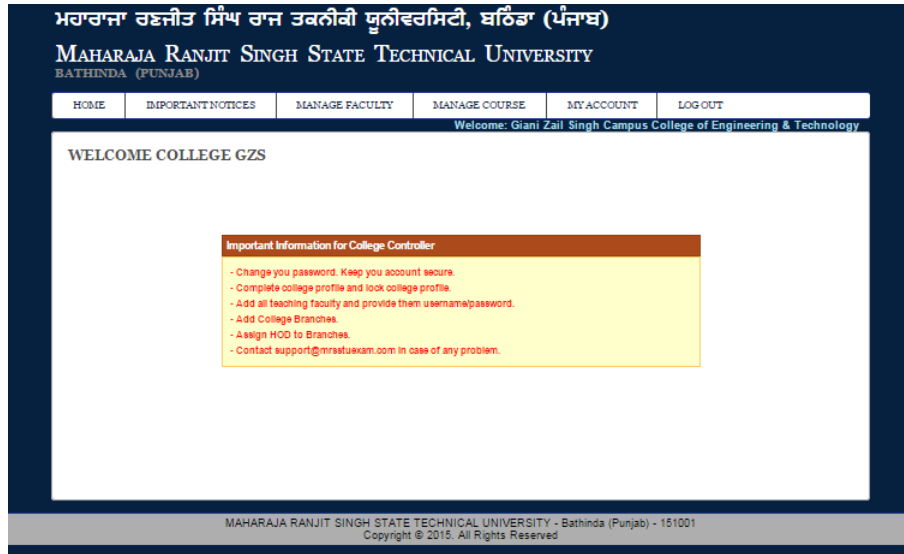
2. On the header menu, move your mouse pointer to Student.
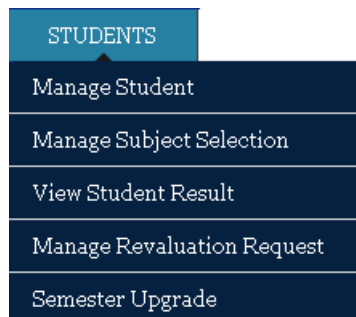
3. Click on Semester Upgrade.

4. *To Upgrade Semester of Students, Select Branch and Click the Button "Search"*

MANAGE SEMESTER UPGRADE

Select College	120-Baba Farid College of E ▾
Select Branch	1113-Electronics & Commur ▾

[Search]

SECTION - A : List of Students for Upgradation

☐	Roll Number	Student Name	Current Semester	Upgrade Semester	Action
☐	########	#######	1st	2nd	[Upgrade]
☐	########	#######	1st	2nd	[Upgrade]
☐	########	#######	1st	2nd	[Upgrade]
☐	########	#######	1st	2nd	[Upgrade]
☐	########	#######	1st	2nd	[Upgrade]
☐	########	#######	1st	2nd	[Upgrade]
☐	########	#######	1st	2nd	[Upgrade]
☐	########	#######	1st	2nd	[Upgrade]
☐	########	#######	1st	2nd	[Upgrade]
☐	########	#######	1st	2nd	[Upgrade]
☐	########	#######	1st	2nd	[Upgrade]

[Upgrade Selected]

SECTION - B : Pending Upgradation List

No Pending Upgradation Record

5. *You will be able to see two sections on this page, SECTION-A and SECTION-B. SECTION-A contains the list of students who appeared for regular exam in Last Exam Session. Select Eligible student from SECTION-A and click on the button "Upgrade Selected".*

MANAGE SEMESTER UPGRADE

Select College	120-Baba Farid College of E ▾
Select Branch	1113-Electronics & Commur ▾

[Search]

SECTION - A : List of Students for Upgradation

☐	Roll Number	Student Name	Current Semester	Upgrade Semester	Action
☐	########	#######	1st	2nd	[Upgrade]
☐	########	#######	1st	2nd	[Upgrade]
☐	########	#######	1st	2nd	[Upgrade]
☐	########	#######	1st	2nd	[Upgrade]
☐	########	#######	1st	2nd	[Upgrade]
☐	########	#######	1st	2nd	[Upgrade]
☐	########	#######	1st	2nd	[Upgrade]
☐	########	#######	1st	2nd	[Upgrade]
☐	########	#######	1st	2nd	[Upgrade]
☐	########	#######	1st	2nd	[Upgrade]
☐	########	#######	1st	2nd	[Upgrade]

[Upgrade Selected]

SECTION - B : Pending Upgradation List

No Pending Upgradation Record

6. *Selected Student will be upgraded and will be listed in SECTION-B, contains the records which are not confirmed/locked. Select Eligible student from SECTION-B and click on the button "Confirm Selected".*

NOTE: You are requested to cross check eligibility of each student before confirming. Once confirmed, you will not be able to downgrade semester.

7. *In case you found that you have a student in SECTION-B, who is not eligible and selected by mistake, you have option to remove/downgrade it.*

Subject Selection

1. *Login on HOD id, On the header menu, move your mouse pointer to Student.*
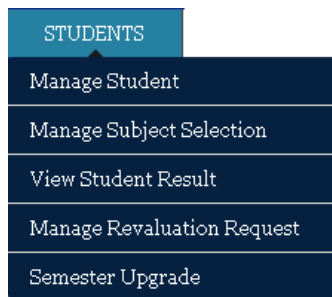
2. *Click on Manage Subject Selection.*
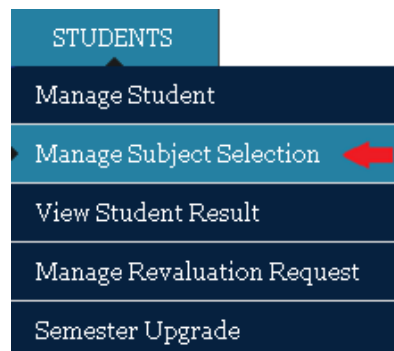
3. *To Select Subjects for Students, Select Exam Session, Branch, Batch, Semester. It will display list of subjects and students according to the selected Branch and batch and semester.*

SELECT ELECTIVE SUBJECT OR SEMESTER GROUP

*Select Exam Session	MAY2016 ▼
*Select Branch	1123-Mechanical Engineerir ▼
*Select Batch	2015 ▼
*Select Semester	2nd ▼
*Select Group	Physics Group ▼

Section A - SUBJECTS

	Subject Code	Paper Id	Subject Title / Remarks	T/P
☑	BTAM102	A1111	Engineering Mathematics-II	Theory
☑	BTCH101	A1106	Engineering Chemistry (chemistry group)	Theory
☑	BTCS101	A1108	Fundamentals of Computer Programming and IT (chemistry group)	Theory
☑	BTME101	A1107	Elements of Mechanical Engineering (chemistry group)	Theory
☑	BTME102	A1110	Engineering Drawing (chemistry group)	Theory
☑	EVSC101	A1109	Environmental Science (chemistry group)	Theory
☑	BTCH102		Engineering Chemistry Laboratory (chemistry group)	Practical
☑	BTCS102		Fundamentals of Computer Programming and IT Laboratory (chemistry group)	Practical
☑	BTME103		Engineering Computer Graphics Laboratory (chemistry group)	Practical
☑	GF-2		General Fitness	Practical

Section B - STUDENTS

	Roll Number	Student Name	Father Name	Mother Name
☐	1511221	AD SI HASH	R. VIN MA O	SH KI AR
☐	1511221	AN LL RAM	FI EV AM	CH DA AT EVI
☐	1511221	AF ID MAR	AI N S INI	UF LA EVI
☐	1511221	BA AN HAUI	UI IDF CH(HARY	VE A [I
☐	1511221	CH IK R SIN	BA VIN R S H	JA ISH UF
☐	1511221	DE R, KUM/	KI JM _M, AL	PF IIL, EV
☐	1511222	HA IK ORA	M ND PA ARORA	M/ J / R/
☐	1511222	KL EE ING	AI RE. IGI	LA vE K/
☐	1511222	MI O, ID AI	M LI	MI I K TU
☐	1511222	PF H, I KUI	VI L Y AV	LA I D
☐	1511222	R/ SI ANJI	B, N JI	GE A I I
☐	1511222	R/ SI JMAI	BI A,F I	SL AN E)
☐	1511222	R/ SI JMAI	VI ES' R S RMA	M/ J [I
☐	1511222	S/ IN MAR	VI IUI / M. O	PF IIL/ EV
☐	1511222	T/ U /AR	R. KUI R Y, IV	M/ . D

[Save]

Notes:

1# Subject selection is only required for Semesters having Elective Subjects or Semester Group.
2# One Student cannot be selected in more than one subject selections.
3# You need to lock your subject selections before last date.
4# College Controller can unlock subject selections till last date.

4. *You will be able to see two sections on this page, SECTION-A and SECTION-B. SECTION-A contains the list of Subjects. Select Valid Subjects from SECTION-A. SECTION-B contains the list of Students. Select Students for selected subjects from SECTION-B and click on the button "Save".*

SELECT ELECTIVE SUBJECT OR SEMESTER GROUP

Your subject selection saved successfully.

*Select Exam Session	MAY2016 ▼
*Select Branch	1123-Mechanical Engineerir ▼
*Select Batch	2015 ▼
*Select Semester	2nd ▼
*Select Group	Physics Group ▼

Section A - SUBJECTS

	Subject Code	Paper Id	Subject Title / Remarks	T/P
☑	BTAM102	A1111	Engineering Mathematics-II	Theory
☑	BTEE101	A1104	Basic Electrical and Electronics Engineering (Physics Group)	Theory
☑	BTHU101	A1103	Communicative English (Physics Group)	Theory
☑	BTPH101	A1102	Engineering Physics (Physics Group)	Theory
☑	HVPE101	A1105	Human Value & Professional Ethics (Physics Group)	Theory
☑	BTEE102		Basic Electrical and Electronics Engineering Laboratory (Physics Group)	Practical
☑	BTHU102		Communicative English Laboratory (Physics Group)	Practical
☑	BTMP101		Manufacturing Practice (Physics Group)	Practical
☑	BTPH102		Engineering Physics Laboratory (Physics Group)	Practical
☑	GF-2		General Fitness	Practical

5. *Selected Student will be displayed with selected subjects as show below. Click the button*
   "Lock", to confirm the subject selection.

MANAGE SUBJECT SELECTION (ELECTIVE OR SEMESTER GROUP)

New Subject Selection

Sr.No#	Branch Code	Batch	Semester	Subjects	Roll Numbers	Students	Action
1 🔒	1123	2015	1st	BTAM101, BTCH101, BTCH102, BTCS101, BTCS102, BTME101, BTME102, BTME103, EVSC101,	1511: , 1511: , 15112 , 1511: , 1511: , 15112, 1511: , 1511: , 1511: , 1511: , 1511: , 15112, 1511: , 1511 ?, 15112 .	15	Edit
2 🔒	1123	2015	2nd	BTAM102, BTEE101, BTEE102, BTHU101, BTHU102, BTMP101, BTPH101, BTPH102, GF-2, HVPE101,	1511: , 1511, , 15112 , 1511: , 1511: , 15112, 1511: , 1511: , 1511: , 1511: , 1511: , 15112, 1511: , 1511 ?, 15112 .	15	Edit

NOTE: You are requested to cross check Subject selection of each student before confirming. Once confirmed, you will not be able to unlock

NOTES:
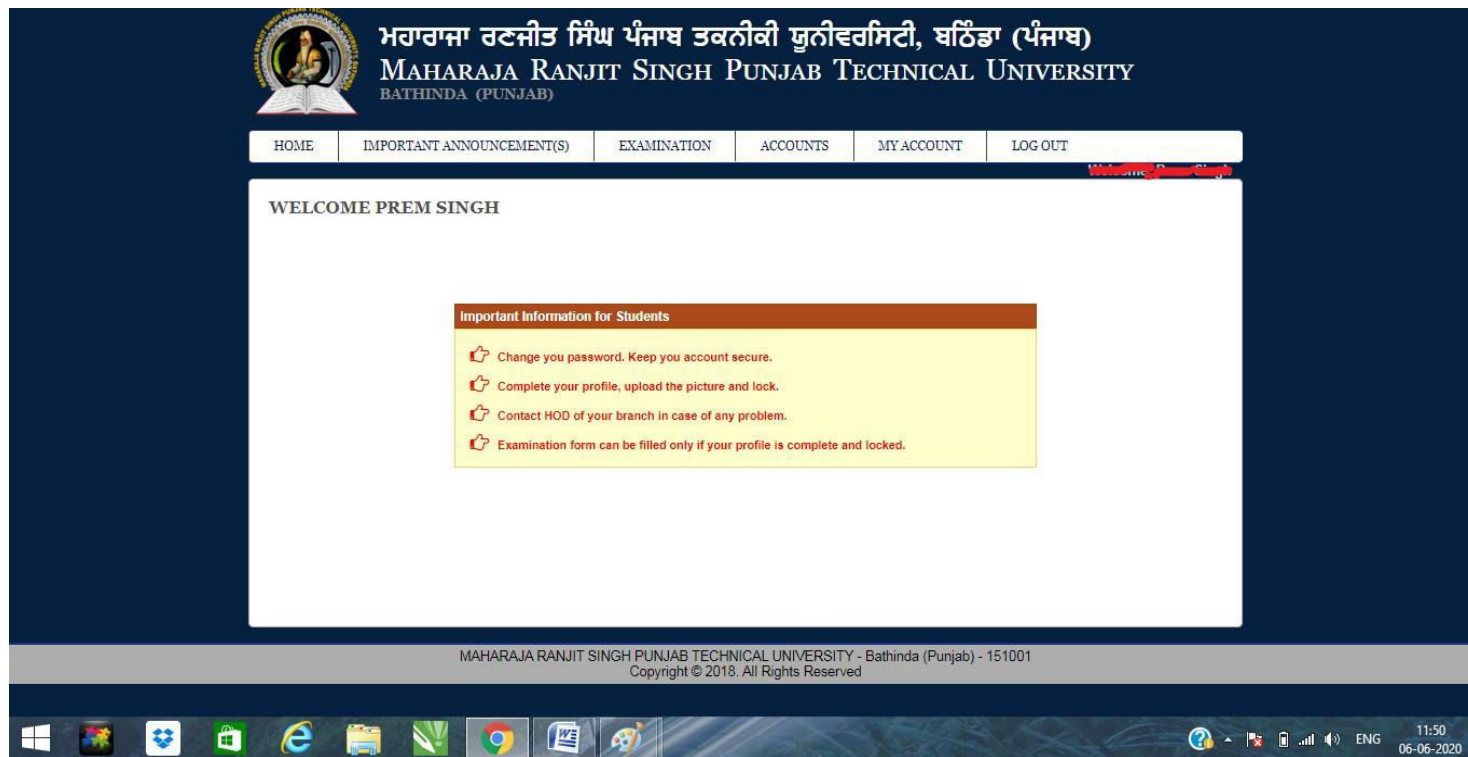
- ➢ *Only HOD of the branch, can do subject selection of eligible students.*
- ➢ *There are two steps for subject selection.*
  - ○ *Select Subject from SECTION-A and.*
  - ○ *Select Student from SECTION-B and Save.*
- ➢ *Once a record is marked as confirmed by HOD, nobody will be able to unlock that record.*
- ➢ *In case of any problem with the semester upgradation, subject selection & Group selection send us email at supportexam@mrsstuexam.com.*
  (Note: Please mention College Code, Student Roll Number and Faculty User Id, regarding which you are facing problem. This will help us to provide better support services to you.)

STEPS FOR FORM FILLING BY STUDENTS
For Affiliated Colleges Only

- Open website www.mrsstuexam.com and login in Student id.

- On the header menu, move your mouse pointer to Examination.

- Click on Regular exam

- Click on save exam form.

- Click On Online Payment and showing payment.

- Click on ok Button and view payment receipt.

- Click on Pay Online.

- Fill the correct detail and click confirm & Submit button.

- Fill Correct Bank Detail and click "Pay".

- After payment, view showing message "payment is successfully paid".

Case. 1 If the payment is a success then the form shall got locked and student can take a print out.

- Print Examination form.

Case. 2 If the payment is deducted from the student and the form does not get locked the student shall wait for 24 hours. He shall login again and click to Payment History.

- Click to view payment history.

- Click to verify the fees.

FEE'S STATUS

Exam Session	Fee Type	Payment Ref. N.o	Amount	Fee Status Check
June 2021	Service			Click here to verify fee status
June 2021	Service			Click here to verify fee status
June 2021	Service			Click here to verify fee status
June 2021	Service			Click here to verify fee status
June 2021	Service			Click here to verify fee status
June 2021	Service			Click here to verify fee status
June 2021	Service			Click here to verify fee status
June 2021	Service			Click here to verify fee status

- **NOTES:**
- Student's profile should be locked to generate Examination form.
- Elective Subject or Subject from Semester Groups will only be listed in Admit card/Exam FormifsubjecthasbeenselectedinSubjectSelectionModulebyHODforthatparticular student.
- **Regular Examination Form**
- Important Instructions.
- . Please fill the form carefully.
- . Once the form is filled, payment made and form is locked, correction shall be allowed only after payment of the correction fees of Rs. 700/-
- **Reappear Examination Form**
- Important Instructions.
- . Please fill the form carefully.
- .The student can mail the request at supportexam@mrsptu.ac.in and the required correction shall be done after completing the necessary documentation as shall be directed in the mail..
- **Payment**
- . Please check all the details in the examination form (Regular or Reappear) before making the payment.
- In case of any problem with the Examination form, send us email at [supportexam@mrsptu.ac.in.](mailto:supportexam@mrsptu.ac.in)

STEPS FOR FORM FILLING BY STUDENTS

(For Main campus and constituent colleges Regular exam form only)

1. Open website www.mrsstuexam.com and login in Student id.
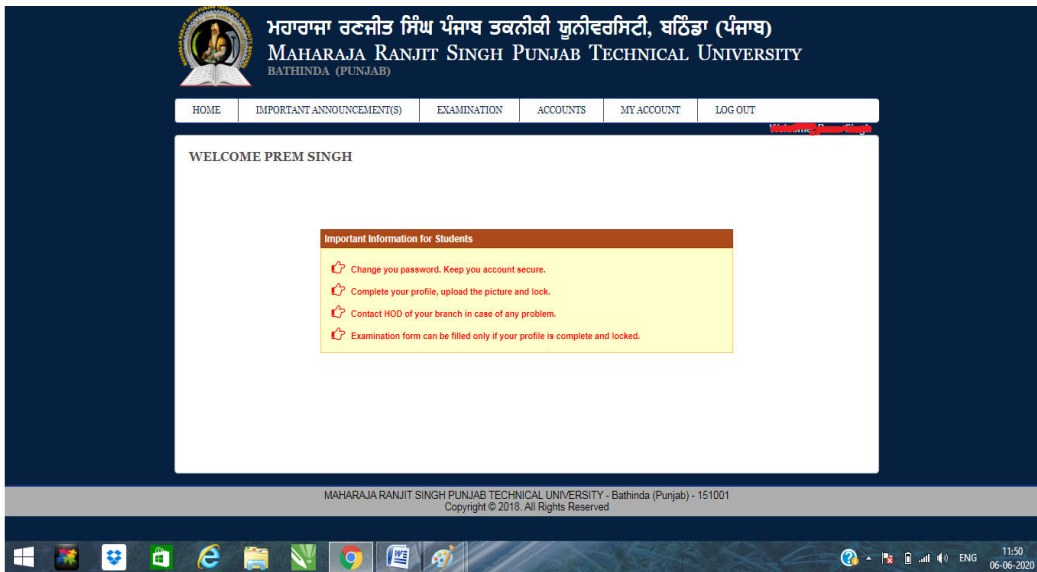
2. On the header menu, move your mouse pointer to Examination.

3. *Click on Regular exam form.*

4. *Click on save exam form.*

5. *Click on lock exam form.*

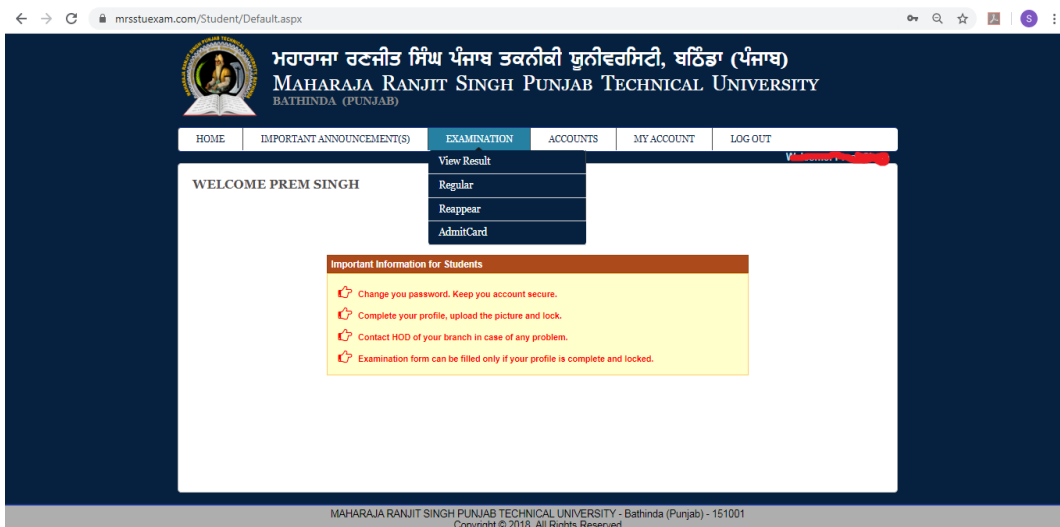|					
☐	BARC1643	120135	BARC1643 - 120135 - Building Sciences &Technology-VI		Theory
☐	BARC1644	120136	BARC1644 - 120136 - Interior Design		Theory
☐	BARC1645	120137	BARC1645 - 120137 - Estimating & Costing		Theory
☐	BARC1646	120138	BARC1646 - 120138 - Design Philosophies-III		Theory
☐	BARC1647	120139	BARC1647 - 120139 - Architectural Legislation		Theory
☐	BARC1641	120133	BARC1641 - 120133 - Architectural Design-VI		

Are you sure you want to lock this Exam form?

OK   Cancel

(Section-B)
Selected Subjects to appear in Examination

Subject Code	Paper Id		T/P	Internal	External
BARC1641	120133	Architectural Design-VI		Yes ∨	Yes ∨
BARC1642	120134	Building Construction-VI	Theory	Yes ∨	Yes ∨
BARC1643	120135	Building Sciences &Technology-VI	Theory	Yes ∨	Yes ∨
BARC1644	120136	Interior Design	Theory	Yes ∨	Yes ∨
BARC1645	120137	Estimating & Costing	Theory	Yes ∨	Yes ∨
BARC1646	120138	Design Philosophies-III	Theory	Yes ∨	Yes ∨
BARC1647	120139	Architectural Legislation	Theory	Yes ∨	Yes ∨

6. *Click on print exam form.*

ਮਹਾਰਾਜਾ ਰਣਜੀਤ ਸਿੰਘ ਪੰਜਾਬ ਤਕਨੀਕੀ ਯੂਨੀਵਰਸਿਟੀ, ਬਠਿੰਡਾ (ਪੰਜਾਬ)
MAHARAJA RANJIT SINGH PUNJAB TECHNICAL UNIVERSITY
BATHINDA (PUNJAB)

HOME	IMPORTANT ANNOUNCEMENT(S)	EXAMINATION	ACCOUNTS	MY ACCOUNT	LOG OUT

Welcome:

REGULAR EXAM FORM

Examination Session: May2020

Student Infomation –

Branch	Architecture
Roll No / Name	
Father's / Mother's Name	
Mobile / Email / Batch	

(Section-A)
Click on CheckBox to select the Subjects in which you want to appear in Exam.

Select your current semester.

Semester	6th ∨

Subject Code	Paper Id	Subject Title / Remarks	T/P
BARC1642	120134	BARC1642 - 120134 - Building Construction-VI	Theory
BARC1643	120135	BARC1643 - 120135 - Building Sciences &Technology-VI	Theory
BARC1644	120136	BARC1644 - 120136 - Interior Design	Theory
BARC1645	120137	BARC1645 - 120137 - Estimating & Costing	Theory
BARC1646	120138	BARC1646 - 120138 - Design Philosophies-III	Theory
BARC1647	120139	BARC1647 - 120139 - Architectural Legislation	Theory
BARC1641	120133	BARC1641 - 120133 - Architectural Design-VI	

(Section-B)
Selected Subjects to appear in Examination

Subject Code	Paper Id	Subject Title / Remarks	T/P	Internal	External
BARC1641	120133	Architectural Design-VI		Yes ∨	Yes ∨
BARC1642	120134	Building Construction-VI	Theory	Yes ∨	Yes ∨
BARC1643	120135	Building Sciences &Technology-VI	Theory	Yes ∨	Yes ∨
BARC1644	120136	Interior Design	Theory	Yes ∨	Yes ∨
BARC1645	120137	Estimating & Costing	Theory	Yes ∨	Yes ∨
BARC1646	120138	Design Philosophies-III	Theory	Yes ∨	Yes ∨
BARC1647	120139	Architectural Legislation	Theory	Yes ∨	Yes ∨

Print Exam Form

1. Please fill the form carefully.
2. Once the form is filled, payment made and form is locked, correction shall be allowed only after payment of the correction fees of Rs. 700/-
3. Print and Download pdf button will be shown only when you lock all subject(s) in Section B.

NOTES:

➢ *Student's profile should be locked to generate Examination form.*

➢ *Elective Subject or Subject from Semester Groups will only be listed in Admit card/Exam Form if subject has been selected in Subject Selection Module for that particular student.*

➢ *In case of any problem with the Examination form, send us email at supportexam@mrsstuexam.com.*