



Visvesvaraya Technological University

Belagavi – 590 018, Karnataka State, INDIA

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NOTIFICATION

Sub: Submission of online Examination Application Forms for 1st to 8th Semester B.E./B.Tech. and 1st to 10th Semester B.Arch. examinations to be held during June/July 2017.

Online filing of examination application forms for 1st to 8th Semester B.E./B.Tech. and 1st to 10th Semester B.Arch. examinations to be held during June/July 2017 is scheduled as per the dates given below.

: Schedule for filing online examination application form:

EVENT	LAST DATE
Start date for filing of applications	29.05.2017
Last date for filing of applications	02.06.2017

IMPORTANT INSTRUCTIONS:

1. Please file the applications of **8th semester B.E./B.Tech. and 10th Sem. B.Arch. regular students and students who have completed the course** along with their backlog subjects **WITHIN FIRST TWO DAYS**. This will help the colleges and the University to get the requisite data for the conduct of examinations.
2. **The students whose results / revaluation results are not announced shall also apply for the examination in those particular subjects.**

PROCEDURE FOR ONLINE FILING OF EXAMINATION APPLICATIONS:

1. URL: <http://prexam.blr.vtu.ac.in> - for Bangalore Region
2. URL: <http://prexam.vtu.ac.in> - for Belagavi, Kalaburagi and Mysuru Region colleges.
3. The login ID is based on Region Code, College Code and Branch Code and Password will be login id#**
For ex: to apply for a computer science student of KLECET, Belagavi
Login id: 2KLCS and Password: 2KLCS#**
4. Immediately after the first login, the user has to change the password.
5. Multiple login facility is provided.
6. Principals of respective institutions shall identify a coordinator for each branch to enter applications received from the students.
7. After the login with the respective id and password, PREXAM screen will open.
8. Click on the Application Form menu.
9. Search for the batch of students, whose application is to be entered, if the application of a candidate with USN 2KL13CS009 is to be filed, select 2013 batch. User can also search for a student by USN.
10. List of students of selected batch will be displayed.
11. Click on Apply mentioned against a particular student. Student details and application details will be displayed.
12. Go to the application details and choose appropriate option from each of the following dropdown boxes:
 - a. Are you a Regular Student,
 - b. Regular Semester,

- c. Scheme for Regular Semester, and
- d. Has Arrear subjects

If the student is having only regular subjects, after selecting appropriate option Click on Submit button, the form with student details, subject details, add subjects, Elective Subjects and fee details will appear. Make the entries, if any, to choose electives/to add additional subjects for the students belonging to change of scheme and add receipt number in the fee details and submit the application.

If the student has arrear subjects:

- Select YES in Has Arrear Subjects selection,
 - Select number of arrear semesters to which the student is applying
 - Semester-wise selection is provided,
 - Select Yes option and mention number of arrear subjects for each semester in which the student has arrears
 - Make the entries, if any, to choose electives/to add additional subjects for the students belongs to change of scheme in regular semester
 - Select subjects from the drop down menu for the arrear subjects
 - Add receipt number in the fee details and submit the application.
 - Submit application
13. After submitting the application, the entire information filed against respective candidate will be displayed. Check the data entered for its correctness, if any data needs to be changed, click on EDIT button, which will enable you to update the information or else click on Print to take a printout of application submitted
 14. Take a printout of application of each candidate and retain a copy of the same with candidate's signature.
 15. **The information in respect of Report generation and Hall ticket Generation at college level will be informed shortly**
 16. **Fee Structure for regular students:**
 - a. Application Fee Rs. 20/- per candidate,
 - b. Examination Fee Rs. 1200/- for Regular semester irrespective of number of subjects and
 - c. Arrear Examination Fee Rs.150/- per subject for arrear semester to the maximum of Rs.1200/- per semester
 - d. Marks Card fee Rs.75/- per semester

For the students of old batches:

1. B.E./B.Tech./B.Arch. - Regular students / Arrear students - **(eligibility to be verified as per the notifications released from time to time)**

1998 to 2008 batches:

Application Fee of Rs. 20/- per candidate + Examination Fee of Rs. 2000/- per subject upto a maximum of 6000/- per semester + Marks Card Fee of Rs.75/- per semester.

2. B.E. B.Tech. - Lateral Entry - Regular students / Arrear students - **(eligibility to be verified as per the notifications released from time to time)**

Upto 2010 batches:

Application Fee of Rs. 20/- per candidate + Examination Fee of Rs. 2000/- per subject upto a maximum of 6000/- per semester + Marks Card Fee of Rs.75/- per semester.

PLEASE NOTE:

1. The students appearing for Crash/Extricating semester examinations shall not apply for the subjects for which they have appeared for 5th/7th semester during May 2017 crash semester examinations.
2. The application shall be filled meticulously and no corrections will be entertained.
3. For any queries please send an email to prexam@vtu.ac.in

The Principals of constituent, affiliated and autonomous engineering colleges are requested to bring the contents of this circular to the notice of all the concerned.

Sd/-

REGISTRAR (EVALUATION)

To, The Principals of Constituent and Affiliated and Autonomous Engineering colleges

Copy FWC's to:

1. Hon'ble Vice-Chancellor through the Sec. to VC, VTU Belgaum, for kind information.
2. The Registrar, VTU Belgaum, for information.
3. The Finance Officer, VTU Belagavi, for information.
4. The Incharge Regional Directors of VTU Regional Offices, for information & needful.

Buniga 27/5/17

REGISTRAR (EVALUATION)