



Visvesvaraya Technological University

Belagavi - 590 018, Karnataka State, INDIA

Prof. Satish Annigeri Ph.D.
Registrar (Evaluation)

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Ref. No.VTU/BGM/Reg(E)/PS/2018-2019/

1154

Date :

26 DEC 2018

NOTIFICATION

Sub: Submission of online Application Forms for **1st Semester (2018 admitted students)** B.Arch. /B.E. /B.Tech. /MBA /MCA /M.Tech. /M.Arch. Examinations to be held during Jan 2019/February 2019 by the **ELIGIBLE** students.

Filing of Online Application Forms for **1st Semester (2018 admitted students)** B.Arch. /B.E. /B.Tech. /MBA /MCA /M.Tech. /M.Arch. Examinations to be held during Jan 2019 / February 2019 by the **ELIGIBLE** students is scheduled as per **the dates given below.**

: SCHEDULE OF EVENTS:

EVENT	LAST DATE
Starting of date for filing of applications	27.12.2018
Last date for filing of applications	02.01.2019
Starting of date for filing of applications with penalty of Rs.500	03.01.2019
Last date for filing of applications with penalty of Rs.500	05.01.2019
Generation of Hall Ticket	14.01.2019
Last date for making online payment of 90% fee collected and submitting consolidated list	29.01.2019

PROCEDURE FOR ONLINE FILING OF EXAMINATION APPLICATIONS:

1. URL: <http://prexam.blr.vtu.ac.in> - for Bangalore Region (where the college code starts from A to M (For Ex: 1AA to 1MV)
2. URL: <http://prexam.blr1.vtu.ac.in> - for Bangalore Region (where the college code starts from N to Y (For Ex: 1NH to 1YD)
3. URL: <http://prexam.vtu.ac.in> - for Belagavi, Kalaburagi and Mysuru Region colleges.
4. Examination application form can be submitted through Departmental Login and Multiple login facility is provided.
5. Principals of respective institutions shall identify a coordinator for each branch to enter applications received from the students.
6. The coordinators shall follow the instructions issued in the User Manual available online.
7. After completion of data entry of examination application form, student must be given a print copy of the application which must be signed by the student and a copy of the same must be retained.
8. Any modification in the already submitted application can be done with the edit option before the last date.
9. **If the submitted application is edited during the penalty period will attract penalty.**



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10. **Requests for editing exam form after the closing date will attract additional penalty.**
11. Applications submitted and every edit of application will be logged. Every request for change will be verified.
12. Student must be informed to verify subject codes, electives and open electives before submitting the data.
13. If offered open elective subject is a core subject in the same branch, students are not permitted to register for such subject as an open elective.
14. In the past, there have been requests from colleges to enter data of exam forms previously submitted by the students. Principals must ensure that, data submitted by the students must be entered without fail.
15. Students must be instructed to necessarily obtain a print of the application, verify for correctness and sign the print copy.
16. **The information in respect of Application Printouts, Report Generation, etc., are made available in the user manual.**
17. **Submission of Consolidated list and Fee to the University:** The college shall take a report after the last date and submit the 90% fee to the University through **online Fee Payment** option available at <http://vtu.ac.in/online-fee-payment/>. After making payment, enter the details of fee paid in the advance payment option.

PLEASE NOTE:

1. **Do not allow any candidate who is not eligible to apply for the examination to submit his/ her application.**
2. Every college has to start the application entry on 27.12.2018.
3. **No extension of dates will be granted.**
4. The application shall be filled meticulously.
5. 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 Belagavi, for kind information.
2. The Registrar, VTU Belagavi, for information.
3. The Finance Officer, VTU Belagavi, for information.
4. The Incharge Regional Directors of VTU Regional Offices, for information & needful.

REGISTRAR (EVALUATION)