



# BANKURA UNIVERSITY

(West Bengal Act XIX of 2013- Bankura University Act, 2013)

Main Campus, P.O.: Purandarpur, Dist.: Bankura,

Pin- 722155, West Bengal

**Office of the Controller of Examinations**

Ref. No.:BKU/CE/07/2022

Date: 07.01.2022

## URGENT NOTIFICATION

**Subject: Form fill-up for UG (Honours & Programme) Semesters III & V (both Regular & SNC) Examinations of the A.Y. 2021 – 22**

As directed, it is hereby notified for information of all **UG (Honours & Programme) Semesters III & V** students (**both Regular & SNC**) of the A.Y. 2021 – 22 of Bankura University that form fill-up will be commenced on and from **08.01.2022**. It will be continued up to **16.01.2022**. The students willing to appear in the aforesaid examinations must fill-up the examination forms online.

### Fees Payable:

Examination Fee of Rs 150/- for all **UG Semesters III & V (Honours & Programme)**

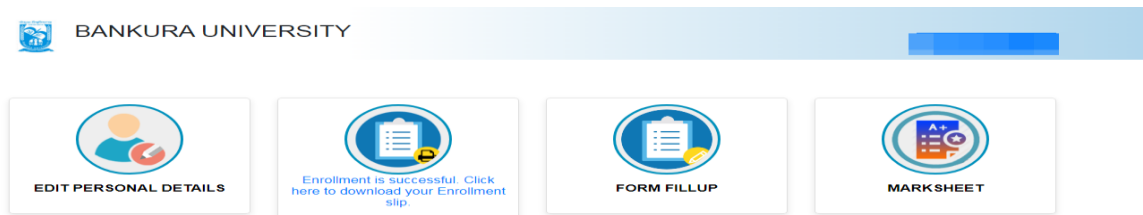
Examination Fee of Rs 100/- per paper / course for all **SNC** students

Any type of issue/problem faced while completing the activity may be intimated to [bkupayment@gmail.com](mailto:bkupayment@gmail.com).

**Procedure for Examination Form fill-up for UG (Honours & Programme) Semesters III & V students (both Regular & SNC) in relation to UG Odd Semester Examinations of the A.Y. 2021- 22**

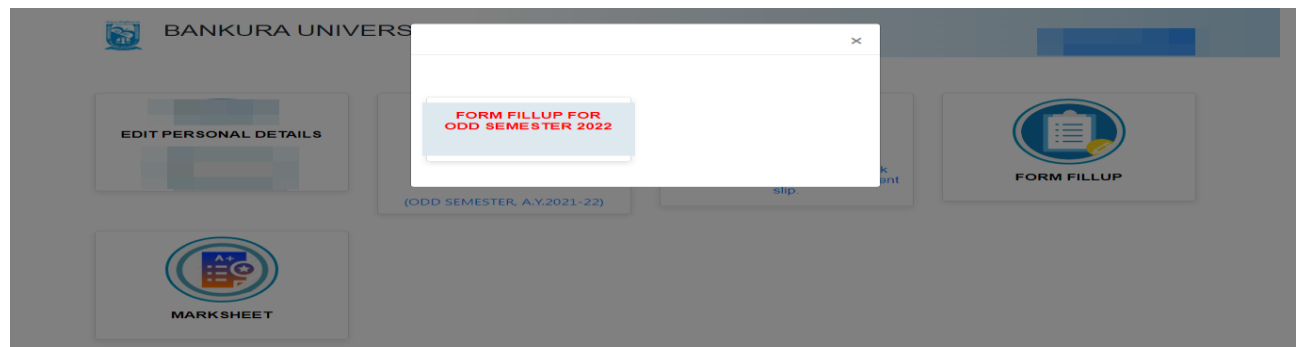
**Step 1:** Using **UID & Password** and entering the **Captcha** login to Bankura University Examination portal.

**Step 2:** Click on the **Form Fill-up** icon.



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**Step3:** Click on **FORM FILLUP FOR ODD SEMESTER 2022**



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**Step 4:** Check the courses/papers corresponding to current semester (for regular students) and click on the **check box**. The button **Submit for Form Fill-up (Regular)** will be enabled. Click on the button. In this step, only courses/papers corresponding to current semester (for regular students) will be selected.

BANKURA UNIVERSITY

Check the courses/papers and number of SNC courses/papers, if any, carefully. If there is any error then don't proceed further to complete the process. Contact with your college immediately for necessary correction, if any

সমস্ত পেপার/কোর্স গুলো সতর্কতার সঙ্গে চেক কর। যদি পেপার/কোর্স অথবা/এবং SNC পেপার/কোর্স সংখ্যায় ভুল থাকে তবে ফর্ম ফিল আপ না করে ভুল ঠিক করার জন্য তাড়াতাড়ি কলেজে যোগাযোগ কর।

Form Fillup

IN : BENGALI


I, declare that all the above information are correct to the best of my knowledge.

Submit for Form Fillup (Regular)

Form Fillup

IN : BENGALI

Paper 1 :

I, declare that all the above information are correct to the best of my knowledge.

Submit for 1st year SNC Form Fillup

Semester	Course Code	Paper Type	Subject	Amount
Total: <span style="color: red;">Rs 0 + 0</span>				

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**Step 5:** Selected courses/papers corresponding to current semester will be displayed as in following screen. Additionally, regular students with SNC/students want to appear only for SNC check the courses/papers carefully. Also check the **number of SNC courses/papers**. Click on the check box and finally click on Submit button(s). In this step SNC courses/papers, if any, will be selected.

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Check the courses/papers and number of SNC courses/papers, if any, carefully. If there is any error then don't proceed further to complete the process. Contact with your college immediately for necessary correction, if any

সমস্ত পেপার/কোর্স গুলো সতর্কতার সঙ্গে চেক কর। যদি পেপার/কোর্স অথবা/এবং SNC পেপার/কোর্স সংখ্যায় ভুল থাকে তবে ফর্ম ফিল আপ না করে ভুল ঠিক করার জন্য তাড়াতাড়ি কলেজে যোগাযোগ কর।

Semester	Course Code	Paper Type	Subject	Amount
<b>Regular Subjects (Sem - III )</b>				
III				150
III				
III				
III				
III				
<b>SNC Subjects (Sem - I )</b>				
I				100

Total: Rs 150 + 100

If Transaction Got Deducted From the Account, Still Didn't Get Slip, Wait for atleast 24 Hours Before Making next Attempt, For the Previous Transaction to get Cleared

Payment

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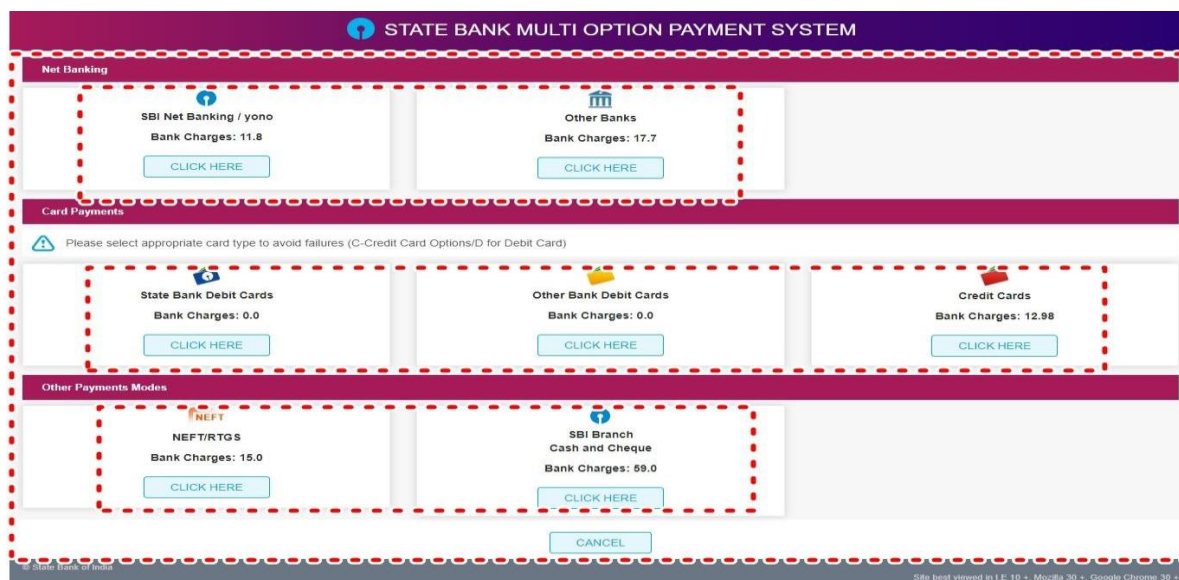
**Note:** For all the above-mentioned cases in Step 4 & Step 5, if there is any error(s) related to courses/papers or number of papers then don't proceed further to complete the process. Contact with your college immediately for necessary correction.

**Step 6:** After submission the following screen containing the submitted courses/papers along with total fees to be paid will appear. Click on **Payment**.

**Step7:** A security notification will appear on the screen. Click on **Click to Continue** to proceed.



**Step8:** Choose the desire payment mode to pay the fees by clicking on appropriate **CLICK HERE** button and proceed further to complete the payment.



**Step9:** After Payment a **Payment Receipt cum Acknowledgement slip** of filled up Form will be generated. Take a print out of the slip.

**BANKURA UNIVERSITY**

05-01-2022

Application For Examinaiton Form Fillup

To  
The Controller of Examinations  
Bankura University,  
P.O.-Purandarpur, Dist- Bankura, WB PIN- 722155

Through:  
The Principal/Teacher-in-Charge/Officer-in-Charge of  
Ref: [Redacted]

Sir,  
With reference to the subject mentioned above and as per provision in the Regulations of Bankura University, I am applying for Form Fillup in the academic year 2020-21 with the following details:  
UID No: [Redacted]  
Name: [Redacted]  
College/University: [Redacted]  
Transaction Id: [Redacted]  
Payment Date: 05-01-2022  
Payment Status: Success

Course Code	Course Title
[Redacted]	[Redacted]
[Redacted]	[Redacted]
[Redacted]	[Redacted]
[Redacted]	[Redacted]

I have gone through the Regulations of the University and understand that my eligibility for appearing in the End Semester Examinations would be based on appearing for all Internal Assessment examinations/evaluations of the courses and fulfilling attendance criterion in the semester

Subject to verification by HOD/Principal/TIC/OIC for verification

Thanking you

Signature of the Candidate

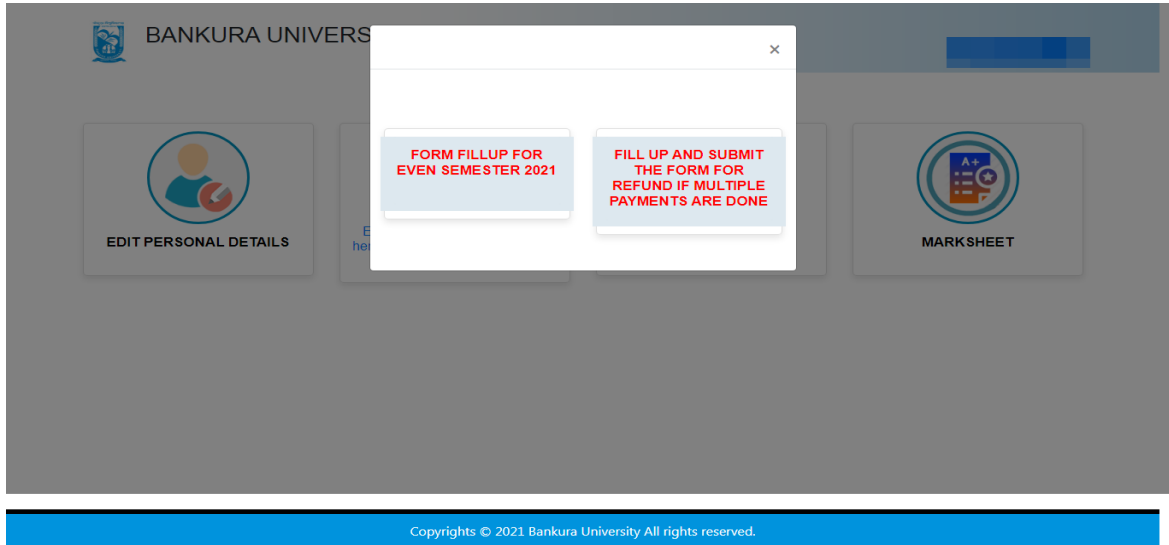
PRINT

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## Procedure for refund request if multiple payments are done

**STEP 1:** Using **UID & Password** and entering the **Captcha** login to Bankura University Examination portal.

**Step 2:** Click on **FILL UP AND SUBMIT THE FORM FOR REFUND IF MULTIPLE PAYMENTS ARE DONE**.



**Step3:** Fill up the form with appropriate details and click on the **Submit** button to generate multiple payments refund request.

A screenshot of the 'Form related to multiple payments refund information' form. The form is titled 'Form related to multiple payments refund information' and contains several input fields: 'Payment reference no(s):' with a placeholder 'provide all the reference nos. separated by comma', 'Account Number (Where refund will be done):', 'Retype Account Number:', 'A/C Holder Name:', 'Bank Name:', 'Branch Name:', and 'IFSC Code:'. A blue 'Submit' button is located at the bottom of the form. Below the form, there is a small blue box with the text: 'After submission of this form don't worry, please be patient. Your additional money will be refunded soon to your bank account if your claim is found valid after verification.' At the bottom of the page, there is a blue footer with the text 'In case of any query please Email to bkupayment@gmail.com'.

Sd/-

Dr. Shibaji Panda  
Controller of Examinations

Copy to:

1. The Registrar, Bankura University
2. The Finance Officer, Bankura University
3. The Dean, Bankura University
4. The Inspector of Colleges, Bankura University
5. All Principals/TiCs/OiCs of affiliated colleges of Bankura University
6. The Co-ordinator Santali Vernacular, Bankura University
7. The Secretary to the Hon'ble Vice Chancellor, Bankura University