

Date : 20.09.2024

NOTICE

All students are required to note that the University is conducting C.A. Remedial Tests for students who were unable to take the Regular CA tests conducted in the month of September 2025.

The following students will be eligible for the C.A. Remedial tests: -

1. Students who have missed their C.A. test(s) due to **participation in any University activity**. Such students will have to apply as per the process given below. However, they will **not be** required to pay the C.A. Remedial fee.
2. Students who have **taken late admission**. These students also need to apply for the remedial tests as per the procedure. However, no **C.A. Remedial fee will be charged from such students**.
3. Other students who have missed the C.A. tests but do not fall in the categories 1 & 2 will be eligible to apply for C.A. remedial tests on **Medical Grounds** or any other **genuine reason** for missing the CA test **based on relevant documents**. However, they will have to pay a **C.A. Remedial fee of Rs. 500/- per paper.**

The following will be the application procedure for the same:

1. The eligible students may collect the **C.A. Remedial Request Application Form** from Ms. Kumud in the Examination Office. The Request Application form has to be verified by the Activity Coordinator (wherever applicable) and duly forwarded by the concerned subject teacher (compulsorily in all classes)
2. The duly filled in and verified form should be submitted back in the examination office to Ms. Kumud.
3. The examination department will scrutinize the applications and the eligible students will be notified for deposition of remedial fee and collection of admit card.
4. The remedial fee (if applicable) is to be deposited with Mr. Abhishek Sankhala in the University Office. The admit card for taking the remedial test will also be issued by him.
5. Thereafter the remedial C.A. tests will be conducted by the subject teacher as per the remedial schedule.

Please note the pattern and mode of the C.A. Remedial paper will be the same as the regular C.A. Test paper.

The last date for submission of the duly filled in CA remedial request application form is 30th September 2025

Dr. Raakhi Gupta
Pro Vice-Chancellor & Registrar