



Himachal Pradesh Technical University
"Conduct Branch"

E-mail ID: arconduct@gmail.com # 01972-226908

Ref. No: HPTU/ Conduct/ARC-10/2024-3026

Dated:- 12/11/2025

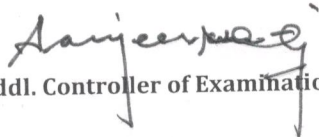
CIRCULAR

It is informed to all concerned passed-out Students of UG and PG courses under CBCS & NEP Schemes that an opportunity is being provided to improve their class/Grade. Interested students may appear in end semester theory examinations commencing w.e.f. 03/12/2025 by submitting the prescribed offline examination form. The details are as under:

Programme	Course	Scheme	Last Date	Fee for Theory Examination Per subject / paper
UG	B. Tech	CBCS	November 25, 2025	₹ 3000/-
PG	MBA & MCA			
PG	All	NEP		₹ 3000/-

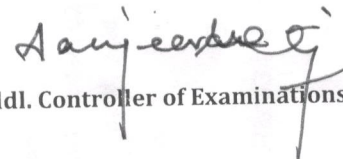
The duly filled-in examination form may be submitted either by hand or by post to the office of Addl. Controller of examination H.P Technical University, Daruhi, Hamirpur (H.P.) -177001.

Note: - Students are advised to carefully read the instruction & eligibility criteria printed on the reverse side of the Examination form before filling it.


Addl. Controller of Examinations

Copy to: 3027 to 35

1. The Dean (Academic & USS), HPTU Hamirpur for information and with the request to display the same on the notice board of academic block please.
2. The Principals of all affiliated colleges for compliance and same be put on notice board of their respective Institution/college please.
3. The Finance Officer, HPTU Hamirpur for information please.
4. The Coordinator (IT) HPTU Hamirpur for information and with the request to upload the same on official website of H.P. Technical University.
5. The Deputy Registrar (Acad.), HPTU for information.
6. The Assistant Coordinator, HPTU Hamirpur for information
7. The PA to Vice Chancellor, HPTU Hamirpur for information.
8. The PA to Registrar, HPTU Hamirpur for information.
9. Guard file.


Addl. Controller of Examinations

Important Instructions and eligibility for improvement

- 1) A candidate who has passed the UG and PG examination of this university and who desires to improve the class will be permitted at his/her option to appear again for the same examination without being required to keep any terms.
- 2) A candidate who has re-appeared for the above examinations under the provision of improvement fails to improve his/her class/grade, his/her performance at such re-appearance shall be ignored.
- 3) A candidate will be allowed to re-appear for the examination for improvement of classes/grade after the date of passing his/her degrees within the total permissible duration of course.
- 4) A candidate shall have to improve maximum five subjects (papers) of course studied.
- 5) A candidate will be allowed maximum three attempts for the improvement of his/her grade within the stipulated total permissible duration of course.
- 6) A candidate appearing for the improvement of class/grade, shall not be entitled to get benefit of any rules/ordinance of the university regarding condonation.
- 7) A candidate appearing for the improvement of class/grade, shall not be entitled to get any prize/medal/scholarship/award etc.
- 8) A candidate who has re-appeared for the examination under the provisions of improvement of his/her class/grade and improves his/her class/grade by such re-appearance, will have to surrender his/her original degree, statement of marks and passing certificates etc. to the University. In the revised degree certificate, statement of marks and passing certificate, which will be issued to the candidate, mention will be made of the fact that he/she improved his/her class/grade.



Himachal Pradesh Technical University, Hamirpur
Conduct Branch

Website: www.himtu.ac.in, E-mail ID: arconduct@gmail.com

Offline examination form for the Examination session

Student Personal & Academic Information

Field	Required Information
University Roll No.	
Last appeared in examination session	
Student Name	
Father's Name	
University Registration No.	
Mobile Number (#)	
Email Id	
Examination Type (Tick option)	Improvement (), Re-appear (), Regular ()
Course	
Branch	
Scheme	
Semester	
Examination Centre	

Attach passport size photograph here

Disqualification & Practical Exam Details

Question	Response
Have you ever been disqualified by any University/Board from appearing in any Examination?	Yes / No
If Yes: Name of the Examination:	
If Yes: Year: Roll. No:	
If Yes: Period for which disqualified:	
If Yes: Name of the University/Board:	
Whether you want to appear in the Practical(s) Examination:	Yes / No

Examination Fee Detail

Bank Information	Details
Name of Bank	State Bank of India, Gandhi Chowk , Hamirpur
IFSC Code	SBIN0050123
Account No.	65105867438
Transaction Details	Required Information
Transaction Id with date:	
Fees: Amount (₹)	

Subject Details (Maximum 5 Subjects)

Semester	Subject-Code	Subject -Title

Contact Details

Permanent Address	Address for Correspondence

Specimen hand writing of the student for appearing in the examination:

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DECLARATION:

I solemnly declare that the above particulars have been filled by me and are correct to the best of my knowledge & belief and in case of any discrepancy found therein subsequently at any stage, I shall be responsible for the consequences arising out there from and liable to disqualification by the university.

Date:

Student Signature

Note: Send the hard copy of the examination form in favour of ACOE, Himachal Pradesh Technical University at Daruhi, Hamirpur -177001 Himachal Pradesh.

Examination Admit Card issued by Examination Branch		
(Must Be Filled by the Student)		
University Roll No.		Attach passport size photograph here
Name of Course & Branch		
Name of Student		
Father's Name		
Semester		
Examination Type (Tick option)	Improvement (), Re-appear (), Regular ()	
Examination Centre Allotted	H.P. Technical University, Daruhi, Hamirpur -177001	

Student Signature

Controller of Examinations