



# Himachal Pradesh Technical University

## “ CONDUCT BRANCH”

# (01972) 226908

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File No. Conduct/ARC-10A/2025 - 2983-90

Date: 25.04.2025

### Notification

All the Under Graduate and Post Graduate students who have successfully completed their degree courses under CBCS scheme and wish to improve their class/grade can participate in the upcoming end semester examination commencing w.e.f. May 14, 2025. To do so, they must fill-up the off-line examination form accessible on the University's official website and submit it via post/by hand to the office of Addl. Controller of Examination, HP Technical University, Hamirpur at Daruhi, (HP)-177001. Please refer below mentioned schedule for the off-line examination form filling process:

S.No.	Programme	Closing Date for submitting the offline examination form	Fee For Theory Exam
1	All UG (undergraduate) & PG (Postgraduate) Courses	May 05, 2025	3000/-Per subject/per paper

Note:

- Certainly, it is advised to thoroughly read the instructions provided for the improvement of grades before filling the off-line examination form. Make sure to adhere to the guidelines mentioned while considering grade improvement.
- This notification exclusively pertains to the students who have successfully completed their degree under Choice-Based Credit System (CBCS) syllabus.

  
Controller of Examinations

Copy to:

1. The Dean (acad.)/Dean USS, HPTU, for information please.
2. The Finance officer, HPTU, Hamirpur for information please.
3. The Directors/Principals of the affiliated institutions of HPTU for compliance and to display the same on the notice board of their respective institutions please.
4. The Nodal Officer (IT), HPTU, Hamirpur to upload this information on the official website of this University.
5. The PS to Hon'ble VC, HPTU, Hamirpur.
6. The Assistant Coordinator, HPTU, Hamirpur for information.
- 7 The PA to Registrar, HPTU, Hamirpur for information.
- 8 Guard file.

  
Controller of Examinations

## **Important Instructions and eligibility for Improvement**

1. A candidate who has passed the UG & PG examination of the university and who desires to improve the Class/grade 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 examination under the provision of improvement fails to improve his class/grade performance at such re-appearance shall be ignored.
3. A candidate will be allowed to re-appear for the examination for Improvement of class/grade after the date of passing his/her degree within the total permissible duration of course.
4. A candidate shall have to improve maximum five subjects/papers of course studies.
5. A candidate will be allowed maximum three attempts for the Improvement of his/her grade within the stipulated total permissible duration of the course.
6. A candidate appearing for the improvement of class/grade shall not be entitled to get any benefit of any rules/ordinance of the university regarding condonation.
7. A candidate who has appeared 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 provision of Improvement of his/her class/grade and Improve 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"

# 01972- 226908

Note :- प्रत्येक समेस्टर के लिए अलग-अलग फार्म भरें। उदाहरण- यदि दो समेस्टरों में आवेदन किया जाना है तो दो अलग-अलग फार्म प्रत्येक समेस्टर के लिए भरें, बेशक आपका एक-एक ही पेपर समेस्टर में क्यों न हो।

University Roll No.			Attach passport size attested photograph
Previous appearing examination session And Sem.		Sem. ....	
Name of College			
Student Name			
Father's Name			
University Registration No.			
Two Mobile Numbers (#)			
Email Id			
Examination Type (✓)	Theory	Practical	
Course			Branch .....
Scheme (✓)	NS, OS, CBCS		Semester .....
Examination Centre for Theory			

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

Examination Form Fees Details		
Special Chance for re-appear theory examination/Practical exam . Or Improvement theory examination(CBCS)scheme.		
Name of Bank	IFSC Code	Account No.
State Bank of India Gandhi Chowk, Hamirpur.	SBIN0050123	65105867438
Transaction ID with Date : (Attach the Proof)		Fees Amount ₹ .....
Semester	Subject-Code	Subject -Title
Permanent Address		Address for Correspondence

DECLARATION : I solemnly declare that the above particulars have been filled by me and are correct to the best of my knowledge and 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 disqualify by the university.

Date:- .....

Student Signature

Examination Admit Card issued by Examination Branch

(Must be filled by the Student)

University Roll No.			Attach passport size attested photograph
Name of Course & Branch			
Name of Student			
Father Name			
Semester			
Examination Centre Allotted			

Student Signature

Sd/  
Controller of Examinations