Manual

for filling the

Exam Form of RETEST

Through

Cyber Vidya

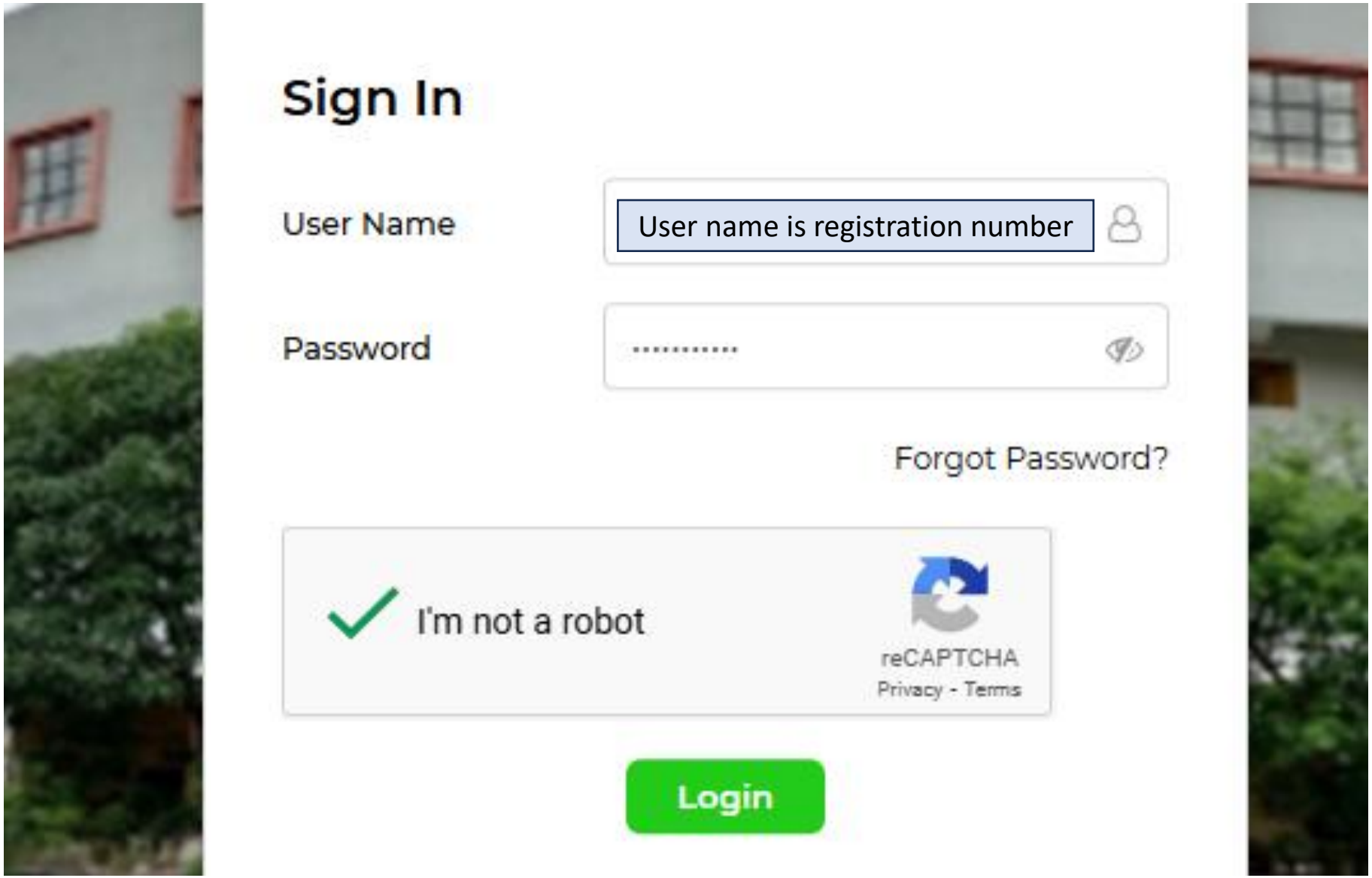
Exam Form Filling in Cyber Vidya

Step-1 Log In

For Login use cyber vidya use respective institute instance

Use Credential and login in cyber vidya

Note: Any technical difficulty contact departmental MIS Coordinator

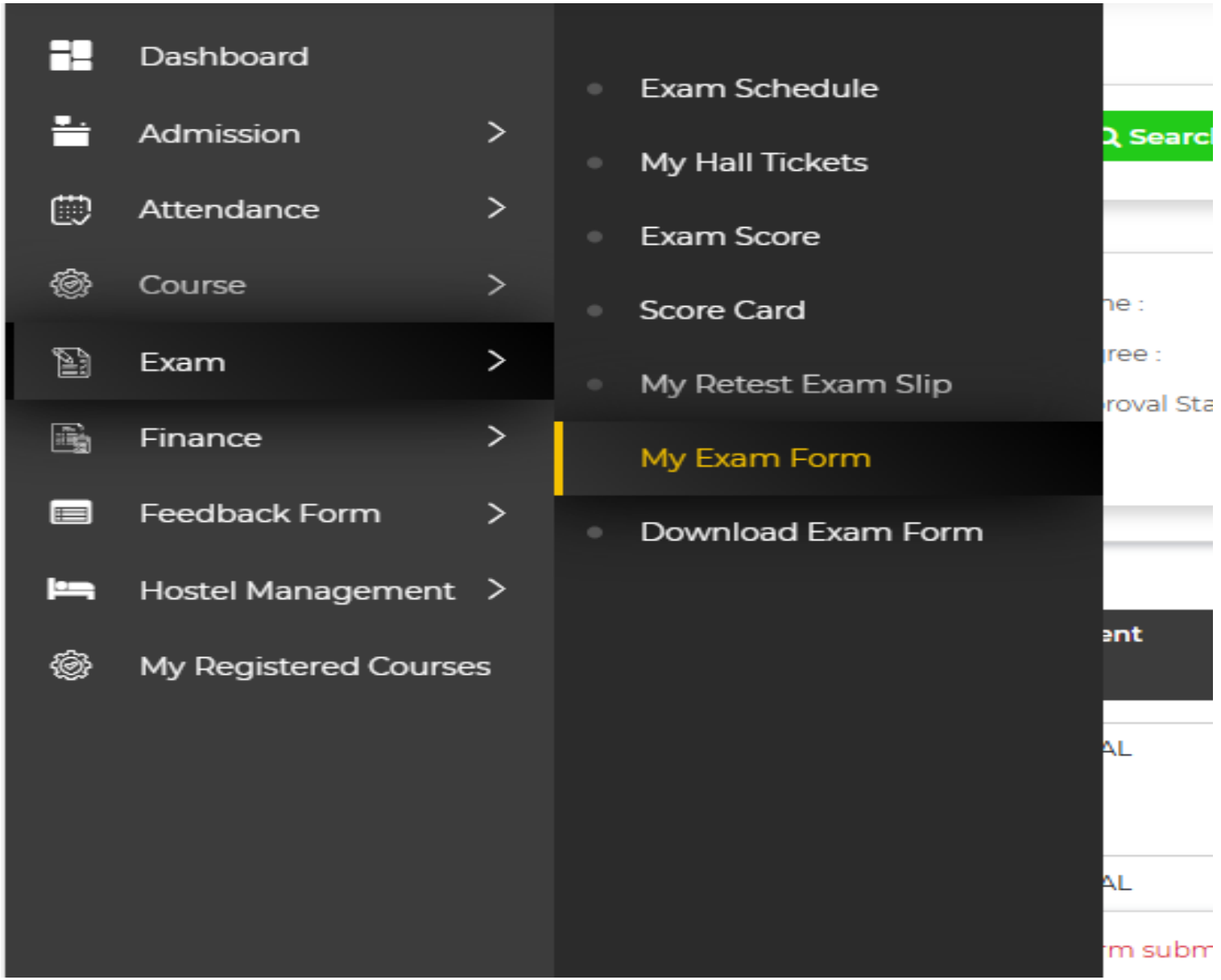


Exam Form Filling in Cyber Vidya

Step-2 Generation of Exam Form

Go to the "My exam form" and click

Note: Any technical difficulty contact departmental MIS Coordinator



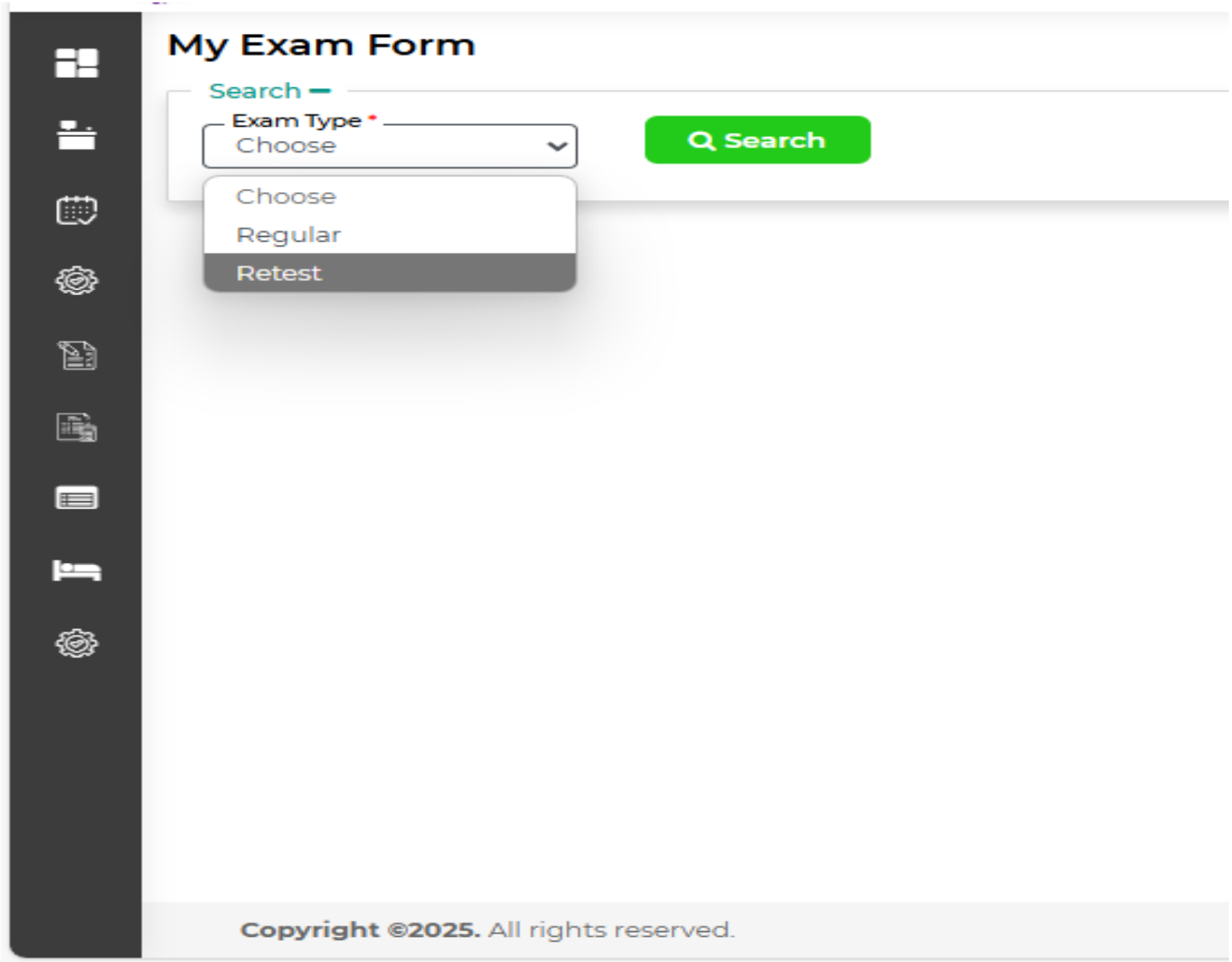
Exam Form Filling in Cyber Vidya

Step-3 Generation of Exam Form

After that select retest and search

After search select attempt number is 1

Note: Any technical difficulty contact departmental MIS Coordinator



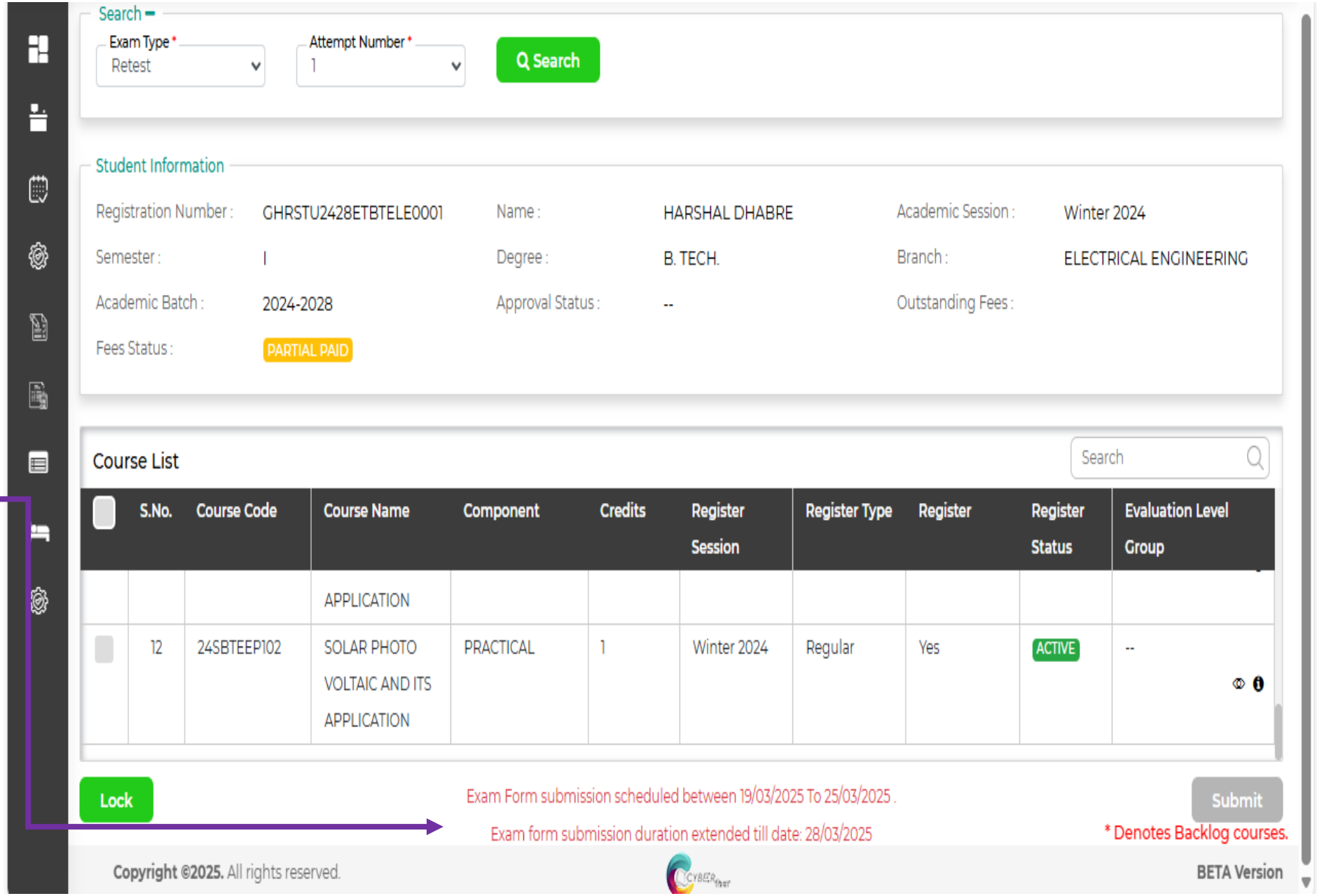
Exam Form Filling in Cyber Vidya

Step-4 Generation of Exam Form

After search, You will get window as shown image

Note: "Exam Form submission duration extended till date" As per Notice

This msg meaning is late fee Rs.500/- applicable As per Notice and after that student cant generate the exam form



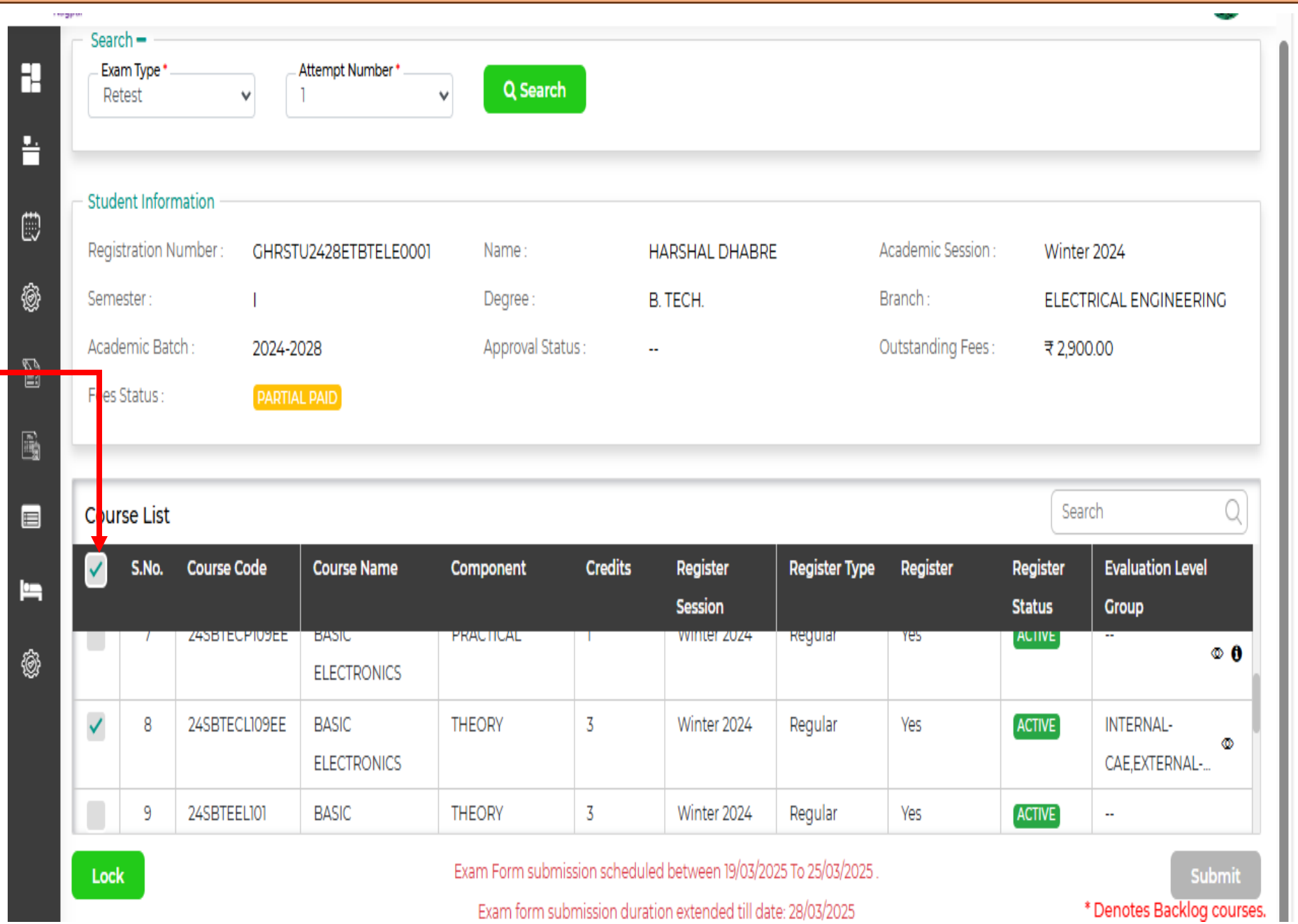
Exam Form Filling in Cyber Vidya

Step-5 Generation of Exam Form

After click to the Course list block, You will get window as Shown :

On this page student have to check failure courses & credits after that select the option Lock

Note : If any mismatch in failure course or credits ,contact departmental MIS Coordinator for any correction



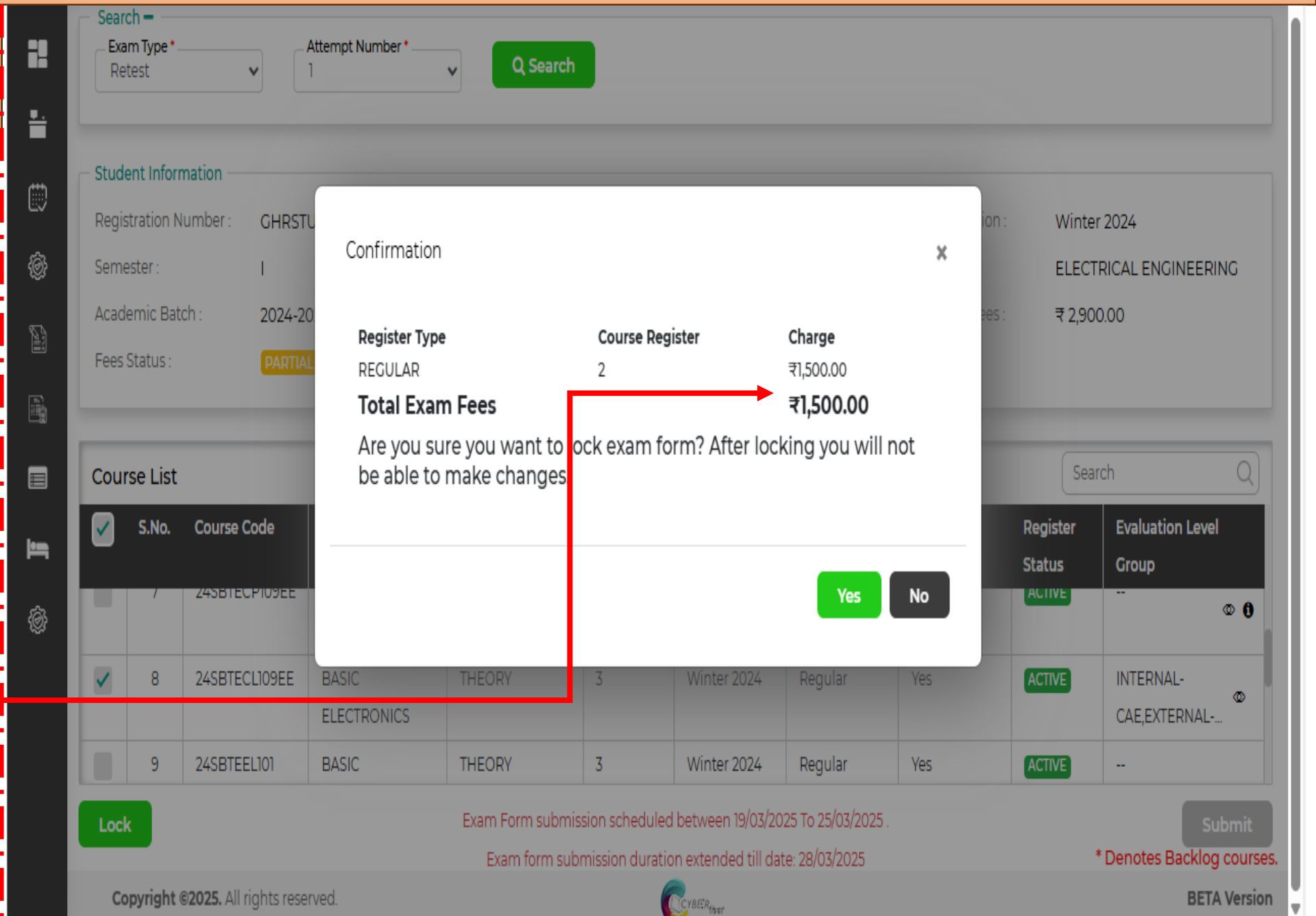
Exam Form Filling in Cyber Vidya

Step-6 Updating of exam Fee

After clicking of "Lock", You will get window as Shown :

On this page student have to check Exam Fee credit wise and click Yes

Note : Check the exam fee as per credit and once student click the Yes then fee will be updated in cyber vidya and no refund or remove the said exam fee.



Exam Form Filling in Cyber Vidya

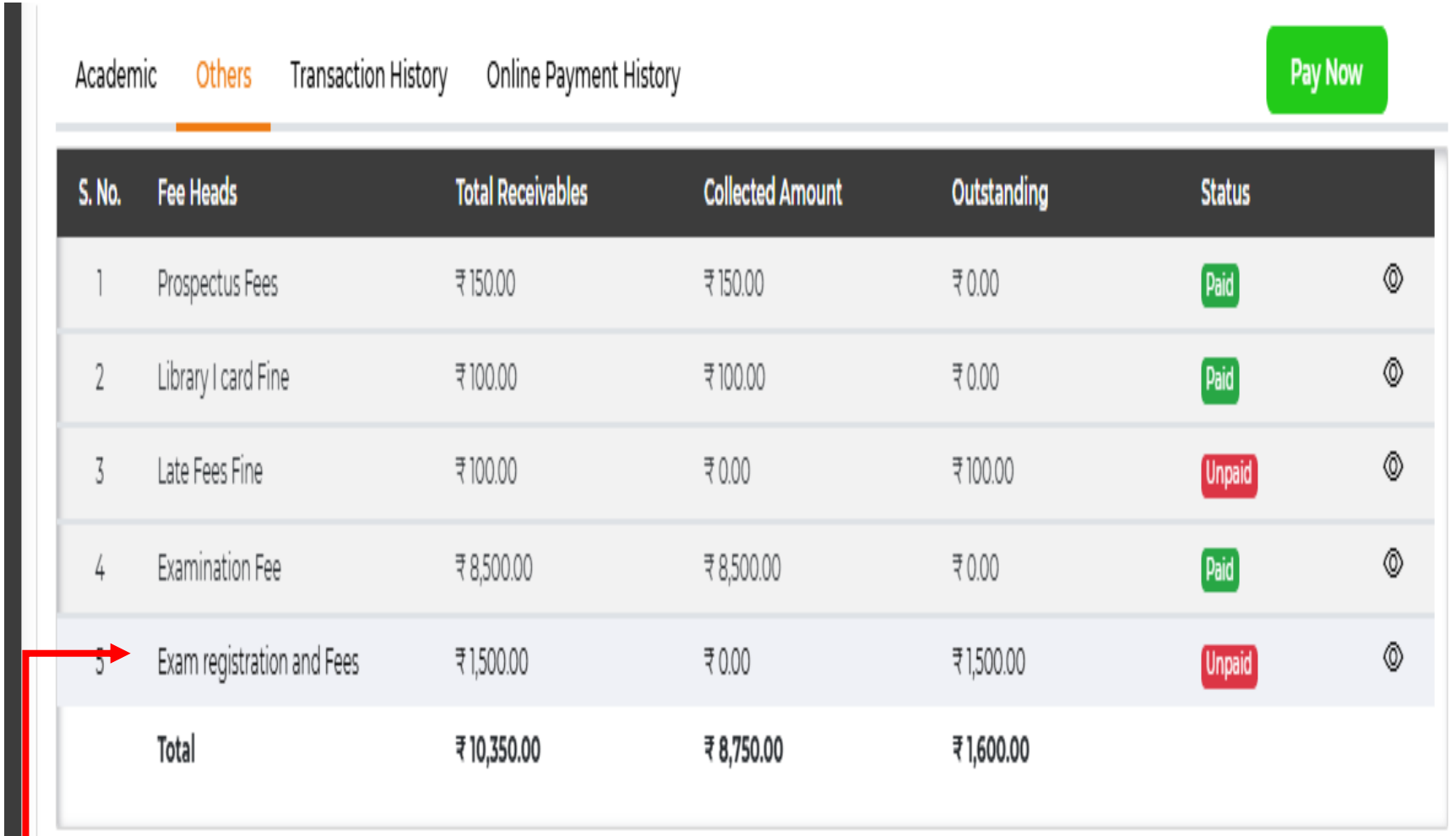
Step-7 Payment of exam Fee

After that go the student fee details

Under that go to the others

You will get window as Shown :

Check examination Fee and Pay



Note : Outstanding needs to be Zero/Nil then only

For any transaction details or failure ,student have to contact Account Section/Departmental MIS coordinator

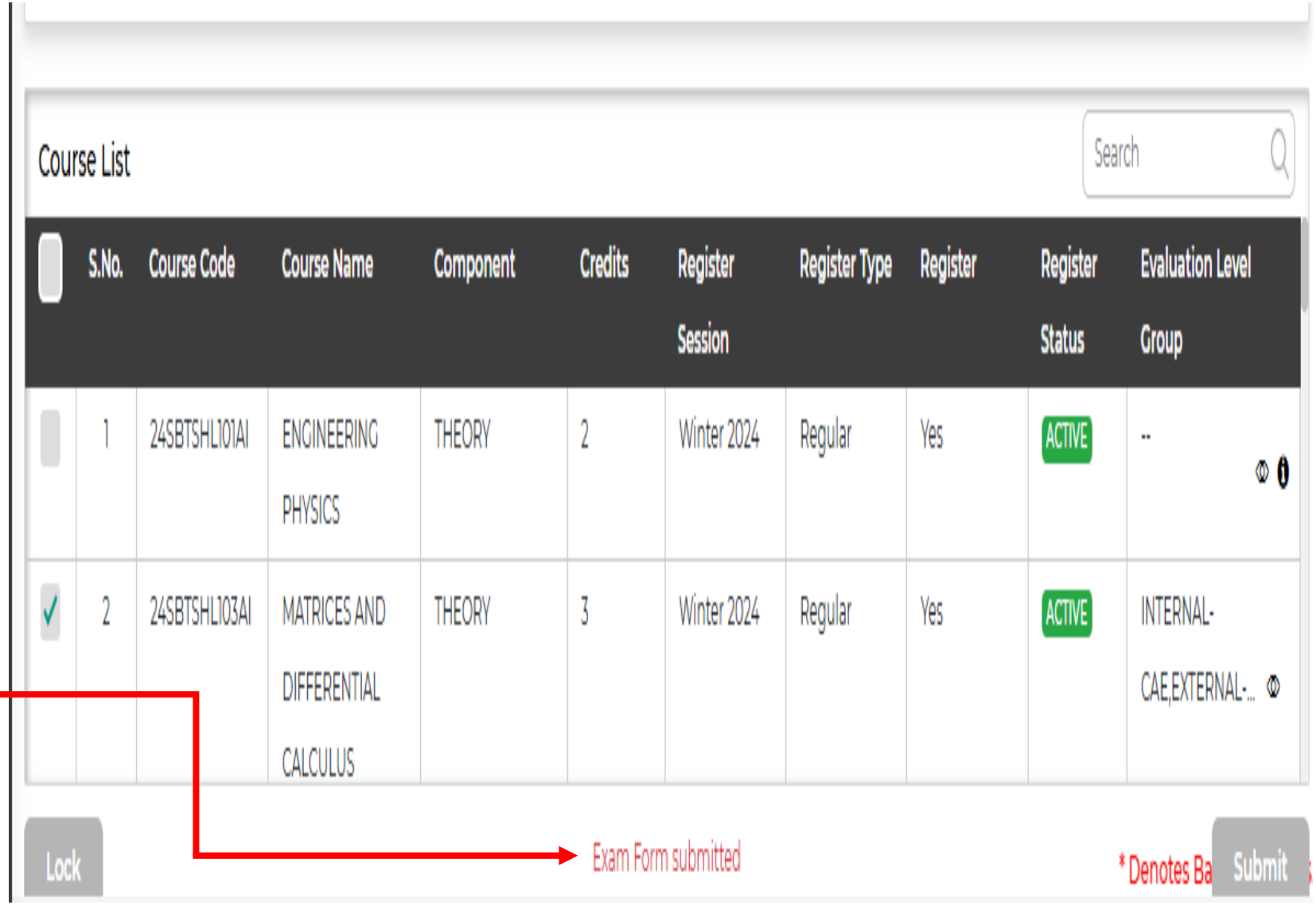
Exam Form Filling in Cyber Vidya

Step-8 Submission of Exam Form Online

After that click on Submit

After that student will get window as Shown :

Check Exam Form Submitted



Exam Form Filling in Cyber Vidya

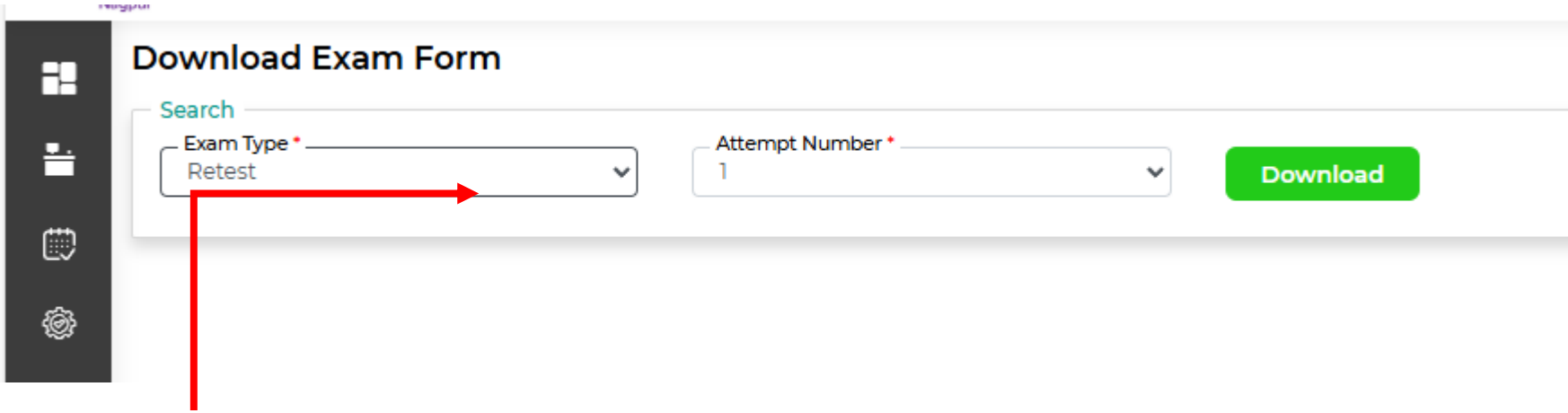
Step-9 Download of Exam Form

After that go to the Download Exam Form and select Retest

After that student will get window as Shown :

After Downloading the exam form PDF file will be saved in your PC

Forms will be look like as shown image



Examination Form

End Semester Examination:- Winter 2024

Name of the Student:-
Roll No.:- F24
Mother's Name:-
Enrollment No.:-
Gender:- MALE
Registration No.:-
Examinee Category:- Retest
Medium:- English
Session:- Winter 2024
Degree:- B. TECH.
Branch:- ARTIFICIAL INTELLIGENCE
ABC ID:-
Semester:- I

Current Semester Offered Courses:

S.No	Course Code	Course Name	Component Theory / Practical	Credits
1	24SBTSHL103AI	MATRICES AND DIFFERENTIAL CALCULUS	THEORY	3.0
2	24SBTITL102AI	PROGRAMMING FOR PROBLEM SOLVING	THEORY	3.0

Student All Semester backlog courses (if having backlogs):

S.No	Course Code	Course Name	Component Theory / Practical	Credits
NA	NA	NA	NA	NA

Exam Form Filling in Cyber Vidya

Keep Examination form & receipt with you and download the Admit card from cyber vidya login.
Paste the recent photograph on Admit card.

For any query contact Departmental MIS Coordinator

- ✓ **There is no offline exam form process.**
- ✓ **No refund will be entertained**
- ✓ **Submission of exam forms means showing "Exam form Submitted" in Cyber Vidya**
- ✓ **If any student did Online payment that indicates only payment process. It is not exam form submission. Payment date and submission date will be the same duration, if not then late fee is applicable as per above dead line.**