Ref. No. EU/COE/2020/290(R)   **Date:** 05.08.2020

REVISED NOTICE FOR SUBMISSION OF EXAMINATION FORMS

All the students of the *Faculty of Paramedical Sciences* who are eligible to appear for the Annual Examination/End semester semester examination of even semester (2nd, 4th, 6th Semester) of the session 2019-20 and the final year/final semester students who have to appear for carry paper/back paper/Improvement examination are required to clear their fees dues through bank transfer and fillin and submit their examination forms online from *06th Augsut 2020 to 13th Augsut 2020.* The portal will be closed after 13th August 2020. The scheme of examination and/or others details will be notified very soon. Most likely the online final year/final semester examinations will commenece in the first week of September 2020. The students are required to adopt the following procedure:

Step 1: Pay the due fees only thorugh *RTGS/NEFT/IMPS* only on net banking, mobile banking or bank transfer, payable to *"Era Institute of Allied Health Science & Research, A/c No: 1153002100010938, IFSC code: PUNB0115300, Bank: Punjab National Bank,* Branch: Thankurganj, Lucknow" and obtain the transaction I.D./UTR number for the transaction. If the amout to be paid is not known the student, may contact the Dean office or the account section on phone.

Step 2: Using your *"Login Password" and "User ID", already issued to you, log on to the link* 182.156.200.179:712 *to open the student portal.* The examination form will appear on the panel. In case of any difficulty you must contact the office of the Dean of the Faculty/Head of Department/Principal of the College.

Step 3: The students are advised to thoroughly check their personal details and update their photograph address, signature and previous examination details that appears on the Portal (including spellings etc). If any correction is needed, they must contact the office of the Dean of Faculty/Head of Department/Principal of College within two days after submission of form.

Step 4: Fill in other details as required in the form, including the Transaction ID/UTR number of fee paymnt. If the total fees (including the examination fees) has been paid at the accounts section of the university, the receipt number is to be mentioned.

Step 5: After the form is completely filled and entries properly checked and verified, enter "submit" to submit the form.

Step 6: The status of the form will be displayed on the portal after two days form the last date of submission of form.

Step 7: The Admit card will be available on the portal two day before the commencement of examination. The students must download and print their Admit cards before the commencement of examination as the same may be needed during online examination.

Step 8: In case any clarification is needed or any other difficulty, the students are advised to contact the Office of the Dean of Faculty/Head of Department/Principal of College.

Controller of Examinations
Era University, Lucknow
Controller of Examinations
Era University, Lucknow

Copy to:
1. P.S. to Hon'ble Vice Chancellor (for information)
2. Dean/Coodinator/HOD-Faculty of Paramedical Science (with request the students may be informed)
3. HID Section (with request that this notice is posted on university portal/website)
4. Account section (for necessary action)