



F. No. 4(3) Exam\ALU\2022-23\ 7217

Dated: 25.3.2023

**Examination form filling schedule**

The Principal,  
All Affiliated Law Colleges,  
Dr. Bhimrao Ambedkar Law University, Jaipur

**Sub: Regarding schedule for filling up online examination forms.**

Dear Sir/Madam,

As per subject cited, the online examination form filling schedule for examination session 2022-23 of following courses are as under:

S. No.	Name of Course(s)	Exam Fee (in Rs.)	Dates for filling up online examination form (With normal Exam. fee)	Last date for deposition of hard copy of Exam form at college for candidates and Online approval at college panel by the college	Dates for filling up online examination form (With Single time late fee)	Last date for deposition of hard copy of Exam form at college
1.	LL.B. 1 <sup>st</sup> Year 2022-23 (Regular/Ex-Student)	Rs. 1630/- (Regular) Rs. 1960/- (Ex- student)	27.03.2023 to 04.04.2023	05.04.2023	Exam Fee + Late Fee Rs 500/- 05.04.2023 to 09.04.2023	10.04.2023
2.	LL.B. 2 <sup>nd</sup> Year 2022-23 (Regular/Ex-Student)	Rs. 1960/- (Regular) Rs. 2200/- (Ex – student)				
3.	LL.B. 3 <sup>rd</sup> Year 2022-23 (Regular/Ex-Student)	Rs. 2110/- (Regular) Rs. 2440/- (Ex – student)				
4.	LL.B. Due Papers 2022-23 (1 <sup>st</sup> /2 <sup>nd</sup> Year)	Rs. 830/- (One Due paper) Rs. 1230/- (Two Due papers) Class wise full Exam. Fee (more than two Due papers)				
5.	L.L.M. 1 <sup>st</sup> Year 2022-23 (Regular/Ex-Student)	Rs. 1970/- (Regular) Rs. 2270/- (Ex – student)				
6.	L.L.M. 2 <sup>nd</sup> Year 2022-23 (Regular/Ex-Student)	Rs. 2270/- (Regular) Rs. 2585/- (Ex – student)				
7.	LL.M. 2 <sup>nd</sup> Year (with Due paper of 1 <sup>st</sup> Year)	Rs. 3380/- (In case student is in Regular category of 2 <sup>nd</sup> Year) Rs. 3695/- (In case student is in Ex-student category of 2 <sup>nd</sup> Year)				
8.	P.G. Diploma course in Law (any stream)	Rs. 2440/- (Regular) Rs. 2900/- (Ex-student)				
9.	Fee for physically challenged students (for all above categories)	Rs. 660/- (Regular) Rs. 750/- (Ex – student)				

**Note:** In addition to above following fee shall also be applicable-

- Enrollment Fee- Rs. 340, Eligibility Fee – Rs. 340/- – This fees shall be charged with 1<sup>st</sup> year/1<sup>st</sup> Sem./Diploma Exam. forms.
  - Degree/Diploma Fee- Rs. 500/- (LL.M. Course), Rs. 200/- (LL.B. & Diploma in Law course) – This Fee shall be charged with final year/final sem./Diploma Exam. forms.
  - If candidate opts for improvement paper(s)/ subject(s) as per applicable rule for securing pass percentage, he/she will be charge fee equal to due paper(s)/subject(s) fee for such improvement.
- College must ensure to intimate all concerned students in this regard.
  - Students of above courses can fill Online Examination form at University website i.e. [www.alujaipur.ac.in](http://www.alujaipur.ac.in) Examination Portal or [www.aluexam.in](http://www.aluexam.in) Examination form can only be accepted through online mode along with online payment. After filling online examination form, student must submit the hard copy with requisite documents to his/ her concerned college immediately, as per above timeline.
  - College is compulsorily required to update all such filled exam forms, who are eligible to appear in ensuing exam at online panel of the University and ensure to submit hard copy along with the requisite documents at University office





within three days i.e. 10.04.2023 for exam forms filled with normal exam fee and upto 15.04.2023 for exam forms filled with late fee of Rs. 500/- . After passing the last date of exam form online approval and submission of hard copy of exam forms, it will not be accepted and department will be liable for any consequences.

- It is noticed that many of colleges are submitting exam forms hard copies by arranging it in alphabetic order or any other order. Department is requested to kindly arrange hard copies of the examination form in the same sequence of the online list generated at College Panel i.e., in Registration no. order, while submitting it at University office.
- It is also noticed that many of the colleges are not submitting hard copies of some of the duly filled examination forms along with requisite documents. So, you are requested to kindly prepare list of exam forms of only such cases which are being submitted to University physically. After passing last date, University shall not accept any hard copies of the examination forms filled online and it shall automatically stand cancelled and such candidate (s) may not be permitted to appear in concerned examination. Kindly ensure the timeline.
- For 1<sup>st</sup> Year/1<sup>st</sup> Semester/ Diploma regular category examination forms, it may contain original migration certification issued by the concerned University. Without original Migration certificate, exam forms will not be accepted. If original Migration Certificate is not attached with exam forms then declaration of candidate should be submitted with exam form on Rs. 50/- non-judicial stamp paper (duly notarized) to the effect that he/she will submit it within one month along with late fee.
- All printed exam forms must be signed by the concerned candidate at required places.
- All printed exam forms must be sealed and signed by the concerned Principal of the College.

**Note:-** All required documents with the examination forms must be arrange in following order while submitting hard copies of the filled and duly verified examination forms to the University office:

1. Examination form, duly signed by candidate and HOD.
2. Enrolment/Eligibility form duly signed by candidate and HOD, in case of fresh admitted student exam form.
3. Online successful payment of examination fee receipt.
4. Original migration certificate for fresh admitted student Exam form.
5. Photo copy of Marksheet of eligibility course/ previous class marksheet of the course, class X and class XII Marksheet.
6. Photo copy of caste certificate, if case so. In case of OBC, it must not be one year older.
7. Any other document, if required as per rule.

(Dr. Neera Jain)

Controller of Examinations

Dated: 25.03.2023

No. F4(3)/ Exam/ ALU/ 2022-23/ 7218-7223

Copy to following for information and necessary action:

1. Comptroller of Finance, ALU, Jaipur
2. ACP, ALU, Jaipur- with request to upload it at University website.
3. PA to HVC/ PA to Registrar, ALU, Jaipur.
4. Data Processing Agency - with request to start online forms as per above schedule.

Controller of Examinations