F. No. 4(3)Exam\ALU\2023-24\ 4124   **Dated:** 03-12-2024

Examination form filling Notification

Sub: Regarding schedule for filling up online examination forms for B.A.LL.B./B.B.A. LL.B VIII Semester Examination 2023-24.

As per subject cited, the online examination form filling schedule for **B.A.LL.B./B.B.A. LL.B VIII Semester Examination 2023-24** are as under:

Sr. No.	Name of Course/Class	Exam fee (in Rs.)	Dates for filling up online examination form (With Normal fee)	Last date for deposition of hard copy of Exam form at college (for candidates)	Dates for filling up online examination form (With Single time late fee)	Last date for deposition of hard copy of Exam form at college (for candidates and Online approval at college panel by the college)
1.	B.A.LL.B./B.B.A. LL.B VIII (Main Category)	2320/-	Start date 05.12.2024	11.12.2024	Exam Fee + Late Fee Rs 500/- 11.12.2024 to 13.12.2024	14.12.2024
2.	Fee for physically challenged students (for all above categories)	730/-	Last date 10.12.2024			

Note: In addition to above, following instructions shall also be followed -
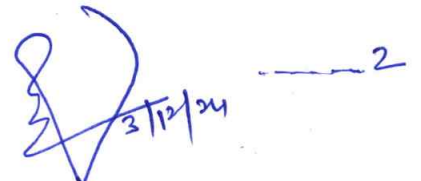
Important Instructions for ABC ID:

- As per UGC letter No. D.O.No.F.1-50/2020(ABC/NAD) dated 21.02.2023, ABC ID should be a mandatory field in admission forms, examination forms or if possible on Student's I-Card also. Therefore, all candidates who are filling examination forms are compulsorily required to generate ABC ID before start of filling examination form, as it will be a mandatory field in examination form.
- For Creation of ABC ID, you are required to have AADHAR Number and Mobile Number linked with AADHAR.
- Step by Step user guide for creation of ABC ID is available at home page of student panel in PDF and video format.
- It is also mandatory that candidate name, gender, date of birth etc. are same in last qualifying mark-sheet, AADHAR Card and ABC ID. Mobile number must be linked with AADHAR and same Mobile number be given in examination form.
- Candidate shall only be eligible to fill online examination form, once ABC ID is created successfully.

Important Instructions issued by BCI New Delhi vide Circular No.BCI:D:5186/2024 (LE Circular No.13/ 2024) dated 24.09.2024:

BCI New Delhi has issued circular dated 24.09.2024 and issued guidelines on the following points –
- Criminal Background Check.
- Simultaneous Degree and/or regular academic programs.
- Employment Status and Attendance Compliance.

In reference to above, University has issued detailed instructions to the candidates vide University Circular No. F.4(3)Exam./ALU/2024-25/3999 dated 29.11.2024 and further issued directions to the affiliated colleges vide letter No. F.4(3)Exam./ALU/2024-25/4003 dated 29.11.2024 for compliance and submission of declaration.

OP1 English Letter MS

3/12/24

.......2

DR. BHIMRAO AMBEDKAR LAW UNIVERSITY, JAIPUR
डॉ. भीमराव अम्बेडकर विधि विश्वविद्यालय, जयपुर
(A State Funded University of Rajasthan)
(राज्य वित्त पोषित विश्वविद्यालय)
("RUSA BHAWAN", Shiksha Sankul, JLN Marg, Jaipur – 302015)
(रूसा ब्लॉक— भूतल, डॉ. आर. के. शिक्षा संकुल, जयपुर—302015)
Phone No- 0141-2940506, 0141-4082630
www.alujaipur.ac.in   Email-   coe@alujaipur.ac.in

<u>Helpline Support :</u>

In case of facing problem in filling up of online examination form or Bank transaction, student can take support from below helpline number:

During working days only : 10.00 a.m. to 05.00 p.m.
Mobile No.8955654826

<u>General Instructions for Online Exam. Form:</u>

- 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 Examination Portal or www.aluexam.in Examination form can only be accepted through online mode along with online payment of prescribed fee. After filling online examination form, student must submit the hard copy alongwith 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.
- Colleges are 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.
- Colleges are requested to kindly prepare list of exam forms of only such cases which are being submitted to University physically. After passing the 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.
- All printed exam. forms must be signed by the concerned candidate at required places.
- All printed exam. forms must be sealed and singed 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 Principal of the College.
2. Online successful payment of examination fee receipt.
3. Photo copy of Marksheets of eligibility course/ previous class marksheet of the course.
4. Photo copy of caste certificate, if case so. In case of OBC, it must not be two year older.
5. Any other document, if required as per rule.

Kindly ensure to submit the hard copies of examination forms latest by <u>17.12.2024</u> to the University through personal messenger of college/Post. In no case examination forms through College Messenger/Post will be received by the University after passing prescribed last date. If Examination forms are not updated by college online and hard copies of the same not received within given timeline, concerned candidates will not be allowed to appear in ensuing examinations.

3/12/24

Dr. Neeraj Jain
(Controller of Examinations)