Office of the Controller of Examinations

No: JISCE/Exam/**031**/2019
Date- 21.11.2019

NOTICE

Odd Semester Examination 2019-20
(1st Semester Examination – Form Fill-up)

This is to inform you all that the 1st Semester Examination 2019-20 will be held from 02.12.2019 to 16.12.2019 for all streams under autonomous framework (B.Tech, M.Tech, MBA)

Examination form filling up process would be made live online in MindlogicX portal from **22/11/2019 to 27/11/2019** for 1st year (Regular) students of B.Tech, M.Tech & MBA.

The form fill up process involves following steps,

Step I: The student need to register themselves in the following portal

URL: http://www.jisexams.in/JISEXAMS/LoginScreens/frmStudentLoginPage.aspx
1.   Student has to register the Mobile NO& E-mail id
2.   The password will sent via SMS
3.   Using the Roll No & password student has to login

Step II: Accounts approval in respect of clearance of dues other than examination fee.

Step III: HoD approval in respect of final consolidated attendance of student.

As per the norms of affiliating University the eligibility criterion for HoD approval is students' attendance 75% or above.

Step IV: For online filling up of examination forms by students have to visit following site i.e.

URL: http://www.jisexams.in/JISEXAMS/LoginScreens/frmStudentLoginPage.aspx

In student login exam form filling menu will be their & student can fill the form

& they can take the acknowledgement report.

Step V: Students would be able to print the form and can make online payment of examination fee.

Step VI: Before online payment student has to fill the feedback form for which they have to visit the following site i.e.

http://59.162.182.138:129/forms/frmStartPage.aspx?brn_id=4
http://122.252.249.26:129/forms/frmStartPage.aspx?brn_id=4

Contd…….

Menu driven steps to be followed for this purpose.

Step VII: For Fee payment student has to visit college website where a link for fee payment is available.

Step VIII: Accounts will approve in respect of submission of examination fee.

Step IX: Students can now print the AMIT CARD by themselves from Mindlogix side.

Controller of Examinations

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Copy to   i. Principal, JISCE for information.

ii. All Deans for information.

iii. All HODs for information and necessary action. They are required to communicate by all means to ensure that online fill up is over on or before 27/11/2019.

iv. Registrar for information.

v. Accounts for information and necessary action.

vi. Guard file for record.

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Controller of Examinations

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Copy to: i. PA to Director for kind information of Director, JIS Group

ii. Dr. T. K. Saha; Controller of Examinations JIS Group.

iii. E-examination Cell for information and it is requested that to do needful

iv. Hash Technology for information and support.

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