



Lingaya's Vidyapeeth, Faridabad

(Approved under section 3 of UGC Act, 1956)

Reference: LV/Acad./2022/ 1596

Date: 30-11-2022

Subject: Notice for Re-Appear Examination Forms (December 2022/January 2023)

This is to notify that all students (All Semesters/ Courses) who want to apply for the Re-appear Examination are required to deposit their Re-Appear Examination Fee of Rs. 1200/- per subject to the Accounts Section and fill the Re-Appear Examination Form for December 2022/January 2023.

All the Re-appear Examination Forms must be submitted to the Academics Section (after verification of HOD) as per the following schedule:

1. From 30th November to 7th December 2022 Rs. 1200/- per subject
 2. From 8th December to 12th December 2022 with late fee of Rs. 500/- per subject *
- *Late fee in addition to the Examination fee*

If the student is unable to come to University for submitting the forms and fee, he/she can send the scanned copy of the filled application form to the concerned HOD (for verification) along with the proof of fees deposited. Accounts details for online payment are given below:

NAME OF BENEFICIARY	: Lingaya's Vidyapeeth
BANK NAME	: INDIAN BANK
BANK BRANCH WITH ADDRESS	: SECTOR-86, FARIDABAD
ACCOUNT NO.	: 6657691281
RTGS CODE (IFSC CODE)	: IDIB000S292

IMPORTANT NOTE:

- Maximum Six subjects are allowed for Re-Appearing in Examinations.
- No request will be entertained after the deadline.
- If the subject codes are not filled or are incorrect, the forms will be rejected.
- Subject codes once filled cannot be changed.
- Students must collect their receiving with stamp/ diary number of examination form from Academic Section for future reference
- The Schedule of Exam will be notified by office of the Controller of Examinations.
- Students who have declared NFT (Not Fit for Tech. Education) and availed all chances for clearing/ passing his/her degree within the prescribed time period (i.e. six years for B.Tech Course or any other condition/ years apply for the course) and wants to complete his/ her Degree after the prescribed time period, can apply for appearing in the examinations after taking an approval from the Hon'ble Vice-Chancellor with Special chance fee of Rs. 3000/- per subject (If the Hon'ble Vice-Chancellor permits).



Dy Registrar (Academics)

Encl: Reappear Examination Form

C/c:

1. All Departmental Student Notice Boards, University's Website
2. Accounts, Library
3. All Deans/ HOD's - Kindly put a copy on the Departmental notice board
4. Office of the Hon'ble Chancellor/ Vice-Chancellor/ Registrar/ C.O.E/ Deans - For your kind information pl.
5. Extension Courses Division - for information
6. Office of the Director LLDIMS for information & N/a

Lingaya's Vidyapeeth, Faridabad -121002 (Haryana, India)

(LU/Acad/004)

(Deemed to-be-University, Under Section -3 of UGC Act-1956), Ph. No. 01292598200 – 240, 326

Re - Appear Examination Form for Dec - / May -

Affix a latest / fresh
Photograph
(Don't Staple)

1. Roll No. / Reg. No.:- 2. Course Name:-
3. Student Name (in Capital Letters) :-
4. Father Name (in Capital Letters) :-
5. Mobile No.:- 6. email I.d :-
7. Residence. Address :-
9. Name of Subjects applied for Re-Appear:-

Sl. No.	Subject Code	Subject Name (in Capital Letters Only)	Semester
1			
2			
3			
4			
5			
6			

Important Note: -

1. Copy of Grade Card / Mark-Sheet must be attached with this Form 2. Subjects once filled cannot be changed

(Write your correct particulars for any enquiry during examinations or any other official purpose)

Signature of Student:- Signature of HOD:- Date:-

Re-Appear Exam Fee deposited vide Fee Receipt No. Dated for Rs. (Original Fee Receipt enclosed)

Students must take receipt / diary no for submission of this form or take receiving on the photocopy (at the time of submission) for further / future correspondence with the Lingaya's Vidyapeeth / University.

Lingaya's Vidyapeeth, Faridabad-121002 (Haryana, India)

(Deemed to-be-University, Under Section -3 of UGC Act-1956), Ph. No. 01292598200 – 240, 326

Admit Card for Re-Appear Examinations Dec - / May-

Affix a latest / fresh
Photograph
(Don't Staple)

1. Roll No. / Reg. No. :- Course Name: -
 2. Student Name (in Capital Letters) :-
 3. Father Name (in Capital Letters) :-
- Subjects for which Registered (same as filled in point no 9)

Sl. No.	Subject Code	Subject Name (in Capital Letters Only)	Semester	Signature of Invigilator
1				
2				
3				
4				
5				
6				

Signature of Student

Signature of HOD

(Issuing authority)

For, Controller of Examinations

Note: - 1. HOD's are requested to verify the subject codes. 2. Incomplete form will be rejected. 3. Students must take receipt / diary no for submission of this form or take receiving on the photocopy (at the time of submission) for further / future correspondence with the Lingaya's Vidyapeeth / University.