



No. MSBTE/D-40/Exam form/W-2022/ 301

Date: 19 DEC 2022

Important Circular

To,
Principal
All Institutes affiliated to MSBTE

Subject: - **Special provision for filling examination form for winter 2022 Exam**

The last date for filling and confirmation of exam form for winter 2022 examination for other than newly admitted student was 11/11/2022 & for newly admitted student 16/11/2022. However those students who have missed the last date but are willing to appear for winter 2022 exam, such students and their institutes are requesting for extended dates to fill examination forms.

In the interest of student community, a special provision is made by MSBTE as a last chance to fill and confirm the examination form as per schedule below;

Activity	Date
Institute confirmation: Accepting examination form fee and penalty along with duly filled, signed and parent endorsed-mandatory undertaking Annexure - I from the student followed by confirmation of the student filled examination form from the institute login .	22 December, 2022
RBTE confirmation: Accepting examination form fee and penalty for all the students whose examination forms under special provision for Winter 2022 are confirmed by the institute along with the student's undertaking Annexure I , Institute's undertaking Annexure II in original followed by confirmation of institute confirmed examination forms from RBTE Login.	22-23 December, 2022
Last date of exam form confirmation by RBTE is 23 December, 2022 upto 4:00 PM	

The filling of examination form under special provision is permitted subject to following conditions.

1. The penalty for each examination form is Rs.5000/-
2. **Student and Institute shall ensure that the question paper code for which the student is appearing for winter 2022 exam is available in winter 2022 Final Time Table as well in the Question Paper Inventory for the Exam center.**
3. All institute shall contact RBTE and pay exam fees & penalty for exam forms confirmed by Institute during special provision and submit the undertaking as per Annexure-I and Annexure-II and get all exam form confirmed from RBTE as per the above schedule.
4. Hall ticket and separate non-theory e-mark sheets of these students will be made available in institute login on **27/12/2022**.

5. Institute can conduct the non-theory term end exam for these candidates even before the availability of e-mark sheets. Mark sheet shall be filled & confirmed once made available in the login.

All concerned are hereby instructed to strictly adhere to the conditions in this circular.

Enclosed: Annexure-I and Annexure-II



(Dr. Mahendra R. Chitlange)

Secretary,

M.S. Board of Technical Education, Mumbai

Copy to:

1. Hon. Director, M. S. Board of Technical Education, Mumbai for information.
2. Dy. Secretary, M. S. Board of Technical Education, Regional Office, Mumbai /Pune /Nagpur /Aurangabad for necessary action.

Annexure-I
Proforma for undertaking from candidate
(To be submitted on plain paper)

I (Name of Candidate) _____ Enrollment number _____
Institute Code _____ hereby submit this undertaking for submission of winter 2022
examination form under Special provision.

I am aware of the fact that.

1. I am eligible to attend the examinations which are scheduled after the date of generation of my hall ticket for winter 2022 examinations.
2. Because of late submission of exam form if I get two theory examinations on the same day and same session, it is binding on me to choose any one of the examination.
3. The question paper code for which I have submitted late examination form, is available on the winter 2022 Final Time table and is also available in the question paper inventory for Exam Center which I am appearing for examination.
4. Due to late submission of examination form, problems may arise in the generation of pre-examination documents resulting in RHR status in my examination result.

I accept all the above conditions for submission of winter 2022 examination form under Controlled provision.

Date -

Place -

Signature -

Name -

Enrollment No -

Endorsement by parent of the candidate submitting winter 2022 examination form under Special provision.

I _____ Father / Mother / Guardian of
_____ Enrollment No. _____ is clearly
aware of the undertaking given by my ward and accept all terms & conditions laid down for
submission of late examination form for winter 2022.

Date:

Place:

Signature:

Name :

Attestation by the Principal of the Institute

Signature of Principal

Institute Name & Code:

Annexure-II

Proforma for undertaking by Institute

(To be submitted on Institute letter head)

UNDERTAKING BY EXAM CENTER

The candidate/ s is made aware of the conditions laid down by MSBTE under special provision, as mentioned in **Annexure I**. The exam form of following student/ s is to be confirmed at RBTE under the special provision made by MSBTE

S. N.	Name of Student	Enrollment No.	Course / Year/ Master	Status (R/X)	Paper codes for which the student intends appearing	Exam Day & date as per Final Time table
1						
2						
3						

I hereby undertake that the question paper codes for which the above students are appearing are available in the Winter 2022 exam Final Time Table displayed by MSBTE on web portal as well as in the Question Paper Inventory for the Exam center. The Officer In-Charge Exam Center has verified the above fact and confirmed.

Signature of Officer In-Charge EC

Date:

Signature of Chief Officer In-Charge EC

Place:

Exam Center Name & Code:

