RAVENSHAW UNIVERSITY
CUTTACK

No __753__ / Dt __12.06.2023__/

NOTICE

FORM FILL-UP FOR Ph.D. COURSE WORK EXAMINATION (Regular/ Back), 2022-23

Students are required to fill-up their forms online for Ph.D. Course Work Examinations (Regular/Back) from 13th June 2023 to 19th June 2023.

PROCEDURE FOR ONLINE FORM FILL-UP

Step-1: Go to www.ravenshawuniversity.ac.in → Admission → Student Login (Click New Student Registration) → Students Registration → Enter Roll No. → Enter Mother Name → Enter Date of Birth → Enter Password → Enter Confirm Pass Word → Submit.

Step-2: Go to www.ravenshawuniversity.ac.in → Admission → Student Login (Enter User Name & Password) → My Profile (Fill up the personal information, Upload Photo & Signature and save the individual data) → Examination → Examination form → Enter the Roll No (PRN No.) → Click Tab → Click the Pencil Button in the subject details → Choose the subject details (As per your syllabus) → Save the subject details → Click the submit button → Check your total fee amount and save the data.

Step-3: Pay the requisite fee through online payment gateway. Go to www.ravenshawuniversity.ac.in → Admission → Students Login → Online Payment → Click → Select 'Educational Institutions' from Selected Category → Select State by drop down as 'Odisha'→ Select 'Ravenshaw University' as Educational Institution and then select 'UG, PG, PRE-PHD ODD SEMESTER EXAM FEE' by drop down in 'Payment Category → Enter Payment Details and Pay → Submit.

Step-4: Go to www.ravenshawuniversity.ac.in → Admission → Student Login (Enter User Name & Password) → Enter the online transaction details→ submit the data →Print your details if you require.
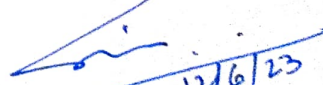
N.B:

(1) *Students are required to enter correct data. Mismatching of data provided by students during admission and form fill up (e.g., mothers name etc.) will create difficulties during the form fill up. Students have to upload their photo and signature as per the size (less than 10 kb) as mentioned in the online form. Students facing any Issues/difficulties may contact the helpdesk of Controller of Examination's office immediately. Excess Payment will not be refunded.*

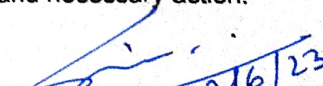(2) *Without admit card students are not allowed to appear the examination.*

Fees to be collected through online payment gateway

1.	Examination fee for Arts/Science/Commerce without practical	:	Rs. 490/-
2.	Examination fee for Arts/Science with Practical	:	Rs. 540/-
3.	Examination fee for Biotechnology	:	Rs. 600/-

Controller of Examinations
Ravenshaw University, Cuttack

Memo No __754__ / Date __12.06.2023__/
Copy to All Notice Boards/ All Hostel Notice Boards/ All HODs and Coordinators / Registrar's Office/ CPGC/ DSW/ Kanika Library/ O.S/ Collection Counter No. 5/6/ Professor I/C Website for publication in University Website/ PA to VC/ The Manager SBI, Ravenshaw University Campus for information and necessary action.

Controller of Examinations
Ravenshaw University, Cuttack