

ORIENTAL UNIVERSITY INDORE
UNIVERSITY EXAMINATION: MAY-2025

No. : OU/Exam/May/2025/2514

Date :26/04/2025

IMPORTANT NOTICE

Subject: Online Examination Form filling through University Website for All programs / Courses
(Regular / Ex Students) May-2025

This is to notify that the end semester examinations of session 2024-25 (Even Semester) will commence from 20th May, 2025. All the Regular/Ex students are required to fill up their online examination forms for their Examinations through the University Website (Web ERP Login). The forms will open from 26th April 2025.

Instructions for filling up the examination form:

1. Go to Oriental University's website: www.oui.edu.in
2. Using drop down menu of "Student Zone", go to "ERP Login" option and select "New ERP".
3. Access your account using your user ID and password.
4. If your dues are clear and the HoD has confirmed your eligibility for the examination, the link for filling up exam form will be available at exam details tab in your account. If it is not available, contact your TG (Teacher-Guardian)/HoD/Dean immediately.
5. To deposit the examination fee, use the link available in your login.
6. After depositing the examination fee, download the exam form for your records.
7. Please ensure that the information (name and other details) contained in the examination form is correct and there are no spelling mistakes. In case of any error/mistake in the examination form, contact your TG (Teacher-Guardian)/HoD/Dean immediately.
8. If all the information contained in the examination form is correct, click on the submit button.
9. Please note that the exam fee is non-refundable.
10. The last dates for filling the forms are as under:
 - a. Last date of the Online Examination form filling for 3rd to 8th semesters of the programs/courses except Law Programs,

(i) Without late fee	01/05/2025
(ii) With late fee of Rs. 500/-	07/05/2025
(iii) With late fee of Rs. 1000/-	13/05/2025
 - b. Last date of the Online Examination form filling for 1st to 10th semesters of Law Programs

(i) Without late fee	31/05/2025
(ii) With late fee of Rs. 500/-	06/06/2025
(iii) With late fee of Rs. 1000/-	13/06/2025
 - c. Last date of the Online Examination form filling for 1st & 2nd semesters of all programs except Law Programs.

(i) Without late fee	31/05/2025
(ii) With late fee of Rs. 500/-	06/06/2025
(iii) With late fee of Rs. 1000/-	13/06/2025




11. Normally no late application on any ground will be accepted after the date mentioned in *subclauses (iii)* in all the programmes/courses as mentioned in *point no. 10*. However, in exceptional cases, after providing valid documents related to the reason for delay, applications will be accepted on the recommendations of respective HoD and Dean duly approved by the Hon'ble Vice-Chancellor. Last date of the Online Examination form filling is one day before the commencement of the examination with a late fee of Rs. 2000/- per application in such cases.
12. **After the date mentioned in clause 11, under extraordinary circumstances, examination form with late fees of Rs. 3000/- will be accepted after due approval of Hon'ble Vice-Chancellor.**
13. Students filling up the examination form must ensure that they are eligible for the same. In case of any doubt, they must contact their HoD and clear the same.
14. Take printout of Admit Card when the line is open for the same, put your signature in the space provided and submit to TGs/Mentors for getting it sealed by Exam cell.

Note- Students will not be allowed to appear in the examination without valid university identity card.

CC:

1. PS to Hon'ble Chancellor /Hon'ble Pro-Chancellor
2. PS to Hon'ble Vice Chancellor
3. The Registrar
4. All Deans
5. All HoDs
6. The CFAO
7. Notice Boards
8. Web Site




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