

**ORIENTAL UNIVERSITY INDORE**  
**UNIVERSITY EXAMINATION : MAY-JUNE 2024**



No. : OU/Exam/May-June/2024/...326

Date: 22/04/2024

**IMPORTANT NOTICE**

**Subject: Online Examination Form filling on University Website for All Programs/Courses (Regular / Ex Students) May-June 2024**

This is to notify all the students that the end semester examinations of **May-June 2024** will be commencing from **14<sup>th</sup> May, 2024**. All the Regular/EX students are required to fill up their online examination forms for their **May-June 2024** examinations through the University Website (Web ERP Login).

**Instructions for filling up the examination form:**

1. Go to Oriental University's website: [www.oui.edu.in](http://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 Mentor/HoD 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 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 Mentor/HoD immediately.
8. If all the information contained in the examination form are correct, then 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 3<sup>rd</sup> to 10<sup>th</sup> semesters of the programmes/courses except BA-LLB, BBA-LLB, LLB, LLM, Diploma(Law), B.Ed., B.Ed.(PT), BA-B.Ed., M.Ed.

(i) Without late fee	29/04/2024
(ii) With late fee of Rs. 500/-	03/05/2024
(iii) With late fee of Rs. 1000/-	07/05/2024
  - b. Last date of the Online Examination form filling for 1<sup>st</sup> and 2<sup>nd</sup> semesters of the programmes/courses except BA-LLB, BBA-LLB, LLB, LLM, Diploma(Law), B.Ed., B.Ed.(PT), BA-B.Ed., M.Ed.

(i) Without late fee	04/06/2024
(ii) With late fee of Rs. 500/-	08/06/2024
(iii) With late fee of Rs. 1000/-	13/06/2024
  - c. Last date of the Online Examination form filling for **all semesters** of BA-LLB, BBA-LLB, LLB, LLM, Diploma(Law)

(i) Without late fee	21/05/2024
(ii) With late fee of Rs. 500/-	24/05/2024
(iii) With late fee of Rs. 1000/-	29/05/2024

d. Last date of the Online Examination form filling for **all semesters** of B.Ed., BA-B.Ed., B.Ed.(PT), M.Ed.


- |       |                             |            |
|-------|-----------------------------|------------|
| (i)   | Without late fee            | 24/05/2024 |
| (ii)  | With late fee of Rs. 500/-  | 29/05/2024 |
| (iii) | With late fee of Rs. 1000/- | 03/06/2024 |



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 genuine 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. Mentors and HoDs should also ensure the eligibility of students before forwarding the examination forms.
14. In case of ineligibility, the result of examination will be null and void and sole responsibility will lie on the student.
15. Take printout of Admit Card when the line is open for the same, put your signature in the space provided and submit to Mentors for getting it sealed by Exam cell.

CC :

1. PS to Hon'ble 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

  
Controller of Examinations  
Controller of Examination  
Oriental University, Indore