

## OFFICE OF THE PRINCIPAL GOVERNMENT POLYTECHNIC, KORAPUT AT-RONDAPALLI POST-AMBAGUDA DIST-KORAPUT, ODISHA, PIN-764055 Ph. No. 06854-246777, <u>E-Mail-principalgpkoraput@gmail.com</u>

## No 1719\_\_\_\_/Date 14.12.2022/

It is hereby informed to all eligible students of the Institution that Exam Registration/Form Fill-up for 3<sup>rd</sup>/5<sup>th</sup> Semester (Both Regular & Ex Regular)for Winter-2022 Examination will be held from 15/12/2022 to 19/12/2022 at the Institute Level.

Hence all eligible students of the Institute are advised to collect the forms from their respective departments, fill it and submit the form to their Department Heads for verification. After verification, students are advised to deposit the fee (in online mode only) as per the following arrangement.

Branch	Fee to be collected	đ	Person to contact for online payment	Mobile Number of Contact person	Department/ Lab for Online Payment	Time duration for Form fill-up 11 AM to 1 PM
CIVIL	3 <sup>rd</sup> /5 <sup>th</sup> Reg. & Ex Reg.	600/-	Sri Subrat Chand,	9556622332	Civil Department Elect.	
ELECT.	3 <sup>rd</sup> /5 <sup>th</sup> Reg. & Ex Reg.	600/-	DEO	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	Department	2 PM to 4 PM
MECH.	3 <sup>rd</sup> /5 <sup>th</sup> Reg. & Ex Reg.	600/-	Ms Niharika Bai, Lab Asst.	7205591187	Computer Lab	11 AM to 1 PM

## N.B:

Student must deposit the form duly filled and signed by HOD along with Payment Receipt at the department for completion of Exam Form Fill-up for Winter-2022 Examination.

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Memo No 1720 (2)/Date 14.12.22/

Copy to Institute/Hostel Notice Board (Both Boys/Girls) for information of students.

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Memo No. 1721 (2)/Date 14.12.22/

Copy to all HODs for information and necessary action. HODs are requested to monitor the process of Exam Form Fill-up for its smooth completion. HODs are further requested to submit the filled forms along with the receipts at the end of each day in the Exam section for its updation in Vidyarthi Portal.

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Memo No1722 /Date 14.12.22/

Copy to Accounts Section for information and necessary action.

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