



**Office of the Controller of Examinations**

No.: MBA Fee Notification/2019

Date: 07-03-2019

**NOTIFICATION**

It is hereby notified that the following examinations will be conducted in the month of **March/April, 2019**

**Regular Examinations:**

MBA IV – Semester Examinations (2017 Admitted Batch)

**Supplementary Examinations:**

MBA IV – Semester Examinations (2014, 2015, 2016 Admitted Batches)

**Fee Particulars:**

- **Regular Examination Fee** : **Rs.3,000.00**  
(Including PC, CGS & Original Degree Certificate Fees)
- **Supplementary Examination Fee up to THREE Papers** : **Rs. 800.00**
- **Supplementary Examination Fee more than THREE Papers** : **Rs.1,500.00**

**On-line Registration for Examinations:**

The students who wish to appear for the above examination(s) have to register and pay online at **www.kitswexams.com**. Last dates to register for above examinations are given below:

- **Registration without late fee** link will be enabled at **10.00 am on 07-03-2019**  
(Closing Time for registration without late fee at **06.00 pm on 11-03-2019**)
- **Registration with Rs. 250.00 late fee** link will be enabled at **10.00 am on 12-03-2019**  
(Closing Time for Registration with Rs. 250.00 late fee at **06.00 pm on 13-03-2019**)
- **Registration with Rs. 1000.00 late fee** link will be enabled at **10.00 am on 14-03-2019**  
(Closing Time for Registration with Rs. 1000.00 late fee at **06.00 pm on 14-03-2019**)
- **Registration with Rs. 5000.00 late fee** link will be enabled at **10.00 am on 15-03-2019**  
(Closing Time for Registration with Rs. 5000.00 late fee at **06.00 pm on 15-03-2019**)

**NOTE:**

1. The date of commencement of examinations and the detailed **TIME-TABLE** will be notified in due course.
2. Read carefully rules and regulations of eligibility criteria before remitting examination fee. **Once Fee remitted will not be refunded or adjusted** under any circumstances.
3. If any student is having backlog course in any semester, his/her Original Degree certificate fee shall be adjusted accordingly whenever he/she completes MBA Programme.
4. Certificates shall be issued only after submission of specified **NO-DUES certificate**.

  
**Controller of Examinations**

**Online Payment Procedure for Examination Registration using debit card/credit card/net banking**

**Step 1:** Open **www.kitswexams.com** to register for your examination.

**Step 2:** Enter User Name: **Student Roll Number**

**Step 3:** Enter Password: **AAAADDDMMYYYYY** (First 4 digits of Aadhaar followed by DOB as per SSC)

(Note: Exam portal password is different from CMS password)

- After Successful login Exam Registration Screen shall be displayed.
- Exam Registration contains the subjects to appear/failed subjects at left side.

**Step 4:** Choose the subject(s) whom you wish to apply in each semester and then selected subject(s) will be displayed at right side.

**Step 5:** **Bill Desk payment gateway** is provided to pay the EXAM FEE. (Transaction charges may vary depending on selection of payment option: Net banking/Credit Card/Debit Card).

**Step 6:** Click on **Pay Now** button then it is redirected to BillDesk webpage. If payment transaction is successful, Registration for the exam is completed, if transaction is failed, it will be redirected to login page.

**Step 7:** Logout from the portal.