EXAMINATION FORM FILLUP NOTICE (BHATTADEV UNIVERSITY)
Dt. 23.11.2026

This is for general information for all the students of B.A./B.Sc./B.Com that the examination form fill up of Semester – 1st, 3rd & 5th ARREAR Examination 2026 Under Bhattadev University will be going on. Student can login in to the https://bhattadevuniversity.samarth.edu.in/index.php/site/login for filling their forms from **25th November, 2026 to 27TH November, 2026 (Wihout Fine) & 28th November, 2026 to 29TH November, 2026 (With Fine)**

Fees Details :

1. **Examinations Fees of Rs 1050/ to be submitted Bhattadev University Through SBI Collect.**
2. **Delay Fine : Rs. 500/-**

FEES TO BE SUBMITED AT COLLEGE :

1. **Centre Fees of Rs. 400/-**
3. **Practical Fees Rs. 350/- (if applicable for one paper)**
4. **Practical Fees Rs. 450/- (for more then one paper if applicable)**
5. **Delay Fine : Rs. 500/-**

DATE OF SUBMISSION OF FORMS & FEES AT COLLEGE OFFICE FOR

ARREAR BATCH **: 27 & 28th November, 2026 (Without Fine)**

ARREAR BATCH **: 30.11.2026 (With Fine)**

Enclo :

Bhattadev University Notice.

PRINCIPAL
B.H.COLLEGE, HOWLY

Principal
B.H. College, Howly

ভট্টদেৱ বিশ্ববিদ্যালয়
বজালী, পাঠশালা-৭৮১৩২৫, অসম
BHATTADEV UNIVERSITY
(A State University established under Assam Act No. XXXVI of 2017)
BAJALI, PATHSALA-781325, ASSAM
OFFICE OF THE CONTROLLER OF EXAMINATIONS
Dr. Utpal Misra
Controller of Examinations
E-mail: coe@bhattadevuniversity.ac.in
Website: www.bhattadevuniversity.ac.in

No. BU/CoE./UG/02/Misc-06-B/2026/319 Date: 23-11-2026

To

The Principals

All Affiliated Colleges under Bhattadev University.

Sub: **Examination form fill up of B.A./B.Sc./B.Com/BBA/BCA Semester- 1st, 3rd & 5th Semester Arrear Examination, December-2026**

Sir/Madam,

This is for your kind information that the Examination form fill up process for the students of **B.A./B.Sc./B.Com/BBA/BCA Semester- 1st, 3rd & 5th Semester Arrear Examination, December-2026** will be carried out through online mode as per the details mentioned below

	Date of form fill up
B.A./B.Sc./B.Com Semester- 1st, 3rd & 5th Semester Arrear Examination, December-2026	**25-12-2026 to 27-12-2026** **28-12-2026 to 29-12-2026 (with late fee)**

- For filling up form visit university website (https://bhattadevuniversity.samarth.edu.in/index.php/site/login)
- No forms will be accepted after the closing date.
- **Before filling examination form, please verify the eligibility criteria from the University Website.**

Fees to be paid:

Examination Fees	**Rs. 1050/-**
Centre Fee	**Rs. 400/-**
Practical Fee (for one paper)	**Rs. 350/-**
Practical Fee (for more than one paper)	**Rs. 450/-**
Delay Fine (If any)	**Rs. 500/-**

Note: Centre Fees and Practical Fees will be collected & retained by the concerned Examination Centre.

Last Dates:

1. The last date for filling up of examination forms is **27th December, 2026** (without late fee).
2. The last date for filling up of examination forms is **29th December, 2026** (with late fee).
3. Admit cards for ineligible students will not be generated.

This has the approval of the Hon'ble Vice-Chancellor, Bhattadev University dated 23-11-2026.

Controller of Examinations
Bhattadev University

Controller of Examinations
Bhattadev University

General Instruction for Examination Course Selection and Examination Form Fill up

BEFORE FILLILG UP FORM PLEASE SEE THE EXAMINATION PASSING CRITERIA FROM BHATTADEV UNIVERSITY WEBSITE (UNDER ACADEMIC)

Bhattadev University – Samarth Portal (https://bhattadevuniversity.samarth.edu.in/index.php/site/login)

Part: 1

COURSE SELECTION FOR UG 1st SEMESTER (REGULAR), UG 1st SEMESTER (ARREAR), UG 3rd SEMESTER (REGULAR AND ARREAR) AND 5th SEMESTER (REGULAR AND ARREAR)

Step 1: Visit the Samarth Portal

1. Open your browser and go to:**https://bhattadevuniversity.samarth.edu.in/index.php/site/login**
2. Click on **Student Login**.

Step 2: Login to Your Account

1. Enter your **registered username**
2. Enter your **password**.
3. Click **Sign In**.

Step 3: Navigate to Course Registration

1. After logging in, go to the **left-side menu**.
2. Click on **"Course Registration"** OR **"Academics → Course Registration"** (menu name may vary by semester).
3. Select your:
    - Academic Year
    - Programme (BA/BSc/BCom etc.)
    - Semester
4. Click **Proceed**.

Step 4: Select Courses

Step 5: Preview and Validate

1. After selecting all courses, click **Preview**.
2. Check:
    - Course codes
    - Course titles
    - Credits
    - Elective choices
3. If corrections are needed, go back and edit.

Step 6: Submit Course Registration

1. Click **"Final Submit"**.
2. After submission:
    - You **cannot edit** the course selection (unless reopened by the university).
    - A confirmation message will appear.
3. Take a **printout** or **PDF download** of the course registration slip for your records.

N.B. – 2025 Batch students should select courses with Tilde (freestanding) (e.g. ASM2104C~). 2024 Batch students should select courses with underscore (e.g. ASM4104C_) and 2023 Batch Students should select courses without underscore (e.g. ASM6104C) for both Regular and Arrear Examinations.2026 Batch Students should select courses with new course codes (e.g. ASM1101004CC)

Part: 2

B. EXAMINATION FORM FILL-UP

Step 1: Login to Samarth Portal

Same process as in Course Registration:

- Go to https://bhattadevuniversity.samarth.edu.in/index.php/site/login
- Login with username and password

Step 2: Navigate to Examination Module

1. From the **left menu**, select:
   "Examination → Exam Form"
2. Choose:
   - Academic Year
   - Semester
   - Programme
3. Click **Proceed**.

Step 3: Verify Auto-filled Details

You will see:

- Your name
- Roll number
- Registration number
- Programme and semester
- Courses registered (from Course Selection)

Check everything carefully.
If any information is incorrect, contact the Examination Branch before submitting.

Step 4: Select Courses for Examination

1. All your registered courses will be shown.
2. Tick the checkboxes for:
   - **Theory Papers**
   - **Practical Papers**
   - **SEC/AECC/GEC papers** if applicable
3. Ensure:
   - Core + Elective courses are selected correctly
   - You have not missed any paper

Step 6: Preview Your Filled Exam Form

1. Click **Preview**.
2. Check:
   - All subjects selected
   - Examination type (Regular/Arrear)
   - Personal details
3. If correct, proceed.
4. If wrong, click **Back** to edit.

Step 7: Pay Examination Fees

1. Click on **"Make Payment"**.
2. You will be redirected to the university payment gateway.
3. Pay using:
   - UPI
   - Debit card
   - Credit card
   - Net banking

After successful payment:

- You will receive a **payment receipt**.
- The portal will update your payment status automatically.

Step 8: Final Submission

1. After payment is confirmed, click **"Final Submit"**.
2. Download:
   - Examination Form PDF
   - Payment Receipt
   - Acknowledgement Slip
3. Take a **printout**.

Controller of Examinations
Bhattadev University