29th September 2021

<u>Notification – Supplementary Exam Registration Odd Semester AY 2021-2022</u>

Registration for Supplementary Exams – Odd Semester AY 2021-2022 is as per the following schedule:

Start Date: 1st October 2021, 10 am

End Date: 22nd October 2021, 5 pm

Process and Terms for Registration

1. Registration process is through MS Form submissions.
2. **There are two forms Supplementary - Regular (Category 1) and Supplementary-Direct 100 (Category II).**

   <u>Category I -</u> Students who have not exhausted the 4 attempts of supplementary option (Regular +3 consecutive attempts).

   <u>Category II-</u> Students who have exhausted 4 attempts of supplementary option (Regular + 3 consecutive attempts).

   Note: Any Re-registration / Runtime / Contact registration will be counted as Attempt 1.
3. Choose the appropriate forms depending upon your category.
4. Courses with "FA" grade, Courses that were dropped and Lab courses cannot be registered. Please check your marks card before you apply. Registrations for such courses will not be done by Academic Coordination Office.
5. Use One form per course.
6. Please use the correct course code.
7. **Failure to provide the correct form may lead to subject registration cancellation at any point.**

8. Term out students' applications will not be processed without Course Extension Forms.
9. Fee Details and mode of payment is given below.
10. Acceptance of registration is subject to confirmation of remedial fee payment. **Extension period of 7 days up to 29th October 2021 is available for fee payment verification. Any issues related to fee payment are to be intimated within this period. Registration will not be processed beyond this period.**

Forms
[Supplementary- Regular](#)

[Supplementary Direct 100](#)

Course Extension Forms for UG: [Extension Form- UG](#)

Course Extension Forms for PG: [Extension Form-PG](#)

Fee Details
UG - Regular (All Programs): Rs.700/- per subject.
UG - Term out (All Programs): Rs.1500/-.
PG- All Categories (All Programs): Rs.1000/- per subject.

Fee payment Procedure

Payment will be through State Bank of India Collect:

- On your browser, go to https://www.onlinesbi.com/sbicollect/icollecthome.htm

- Read the terms and tick the check box against 'I have read and accepted the terms and conditions stated above' and click on 'PROCEED' button

- Select State (**Tamil Nadu**) then Select Type of Institution **('Educational Institutions')** and click on 'GO' to proceed

- Select the Educational Institution – '**AMRITA VISHWA VIDYAPEETHAM CBE'** and click on 'SUBMIT' button

- Select the **'Remedial Fee'** Payment Category and Click '**SUBMIT''** button to proceed.

- Fill all the fields (Name, Roll Number, Course, Mode of Remedial Fee and Amount) displayed on the screen.

- In the next section, you can enter the details of the candidate or the person who is paying. These details are for accessing the 'Payment History', re-printing the receipt on a later date or reprinting the remittance form. Hence please keep a record of the details you provide in this section.

- Enter the Name, Date of Birth (DD/MM/YYYY format), Mobile Number, Email ID of the candidate or the payer.

- Enter the CAPTCHA text and click on **'SUBMIT'** to proceed.

- The details shown in the next screen will be used to prepare your online fee receipt. Hence, please ensure that the details are correct and click on '**CONFIRM**' to proceed to the payment screen.

- In the SBI Multi option payment system, you can make your payment through any of the options presented.

For any clarification you may contact the Academic Coordinator Office.

Contact Details
Academic Coordination Office
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Sd/-
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