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BMS Institute of Technology and Management
(An Autonomous Institution Affiliated to VTU, Belagavi)
Avalahalli, Doddaballapur Main Road, Bengaluru - 560119



EXAM SECTION

Ref. no: BMSIT&M/EXAM/2025-26/ **381**

Date: 18.11.2025

NOTIFICATION

Subject: Submission of exam application forms for Regular and Arrears courses of B.E 2024 batch-reg


The students of 2024 batch who have backlogs in the 1st semester courses (B**XX) but eligible (**Attendance: 85%, and CIE Marks: 40% i.e 20 Marks**) in that course(s) are informed to apply for December -2025 Examination.

INSTRUCTIONS FOR CANDIDATES

- ❖ The students shall follow the procedure as per enclosed attachment to fill exam application form and fee.
- ❖ The students shall fill the application form carefully with correct information, such as **Course code, Course name, Credits and Fee details.**
- ❖ The students shall submit hardcopy of the signed application form to the respective department HoDs along with the fee payment details, on or before **25.11.2025.**
- ❖ Submit Regular and Arrears exam application forms separately with section list.
- ❖ A penalty fee of Rs.100/- will be charged for the application submitted beyond the due date till **29.11.2025.**

Year of Admission	Fee details (VTU Norms)
UG: 2024 Batch	<ul style="list-style-type: none">• Application Fee Rs. 20/- per candidate• Arrear Examination Fee is Rs. 300/-per course Maximum of Rs. 1500/- per semester• Grade Card fee Rs. 150/- per Candidate

Note: HoDs shall bring the content of this circular to the notice of all the concerned students.


CoE 18.11.2025


Principal

Copy to:

Admin. Office, All HoDs/ Accounts/ UG 2024 batch students (II Year)



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Steps to Fill the Exam Form

1. Go to the URL:

<https://student.bmsit.ac.in/parents/>

2. Login using your credentials: *USN, **Date of Birth, and **ID Card Number*

3. Navigate to the *Exam Form* tab

4. Enter your *ABC ID* if prompted (otherwise, ignore this step)

5. Click on *Acknowledgement* to download the *Regular Exam Form*

Backlog Course (F Grade) Registration

1. Go to the URL:

<https://student.bmsit.ac.in/parents/>

2. Login using your credentials: *USN, **Date of Birth, and **ID Card Number*

3. Navigate to the *Exam Form* tab

4. Enter your *ABC ID* if prompted (otherwise, ignore this step)

5. Select the *Backlog Courses*

6. Click on *Submit Form, then click **OK*

7. After clicking *OK, you will be redirected to the **Fee Payment* page

8. Enter the *last 4 digits of your registered phone number* and click *Submit* to make the payment



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EXAM SECTION

For UG Programmes:

- i) In the ODD semester, only the Semester end examinations for the courses of odd semesters (I, III, V and VII) are conducted. Here, students who meet the minimum attendance and CIE requirements for the courses of regular ODD semester can appear for the examinations of such courses and also Backlog courses ('F' Grade/ 'AB' grade courses) of previous ODD Semesters, if any.
- ii) Similar to (i) above, in the EVEN semester, only the Semester end examinations for the courses of Even semesters (II, IV, VI and VIII) are conducted. Here, students who meet the minimum attendance and CIE requirements for the courses of regular EVEN semester can appear for the examinations of such courses and also Backlog courses ('F' Grade/ 'AB' grade courses) of previous EVEN Semesters, if any. However, as a special case, only in the first year, if students have Backlog courses ('F' Grade/ 'AB' grade courses) of first semester and if those courses are offered in second semester and consequently SEE are conducted for such courses, then, they can appear for the examinations of such backlog courses in second semester. For the courses of first semester that are not offered in second semester (Ex.: Mathematics course of first semester) and

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for which the SEE will not be conducted subsequently in second semester, students can appear for examinations of such courses in subsequent summer semester/odd semester end examinations.

- iii) In the summer semester, semester end examinations for the courses offered in the summer semester are conducted. Here, students who meet the minimum attendance and CIE requirements for the courses registered in summer semester can appear for the examinations of such courses. Also, if a student has Backlogs ('F' Grade/ 'AB' grade courses) in any of the previous semester's courses, he/she can appear directly for the examinations of those courses.