

**MBA Notice(Urgent)**

Date: - 03/05/2018

**Subject: - MBA I Year Mercy Back (RTU) Exam Forms.**

**(For 2006 to 2008 batch only)**

It is informed to HOD MBA and deptt exam incharge that the **MBA I Year Mercy Back examination forms(RTU)** are being filled online on RTU's website. So HOD MBA are requested to **inform all students of MBA I Year Mercy Back that they must come in** to the examination department with their departmental examination Incharge and fill their examination forms latest by **30/06/2018**. So **HOD MBA should ensure that all Pending Fees of students must be submitted before filling the University Exam Forms.**

**External Back Fees: - [One Back: 2000/- Rs, Two Back: 4000/- Rs, More than two back: 5000/- Rs]**

**Internal Back Improvement Fees: - [Rs. 150/- per Theory Paper OR Lab OR DECA].**

**Necessary documents:**

- 1. Declaration form signed by student and parents also.**
- 2. Photocopy of Back semester Marksheet.**
- 3. Scanned photo and signature (images separately saved by university roll number in .jpg format).**
- 4. Student will fill online back exam forms in cetral exam between 01:00 to 03:00 PM only.**

**Last date of submission Exam Form with Status of Filled & Unfilled Forms of MBA I Year Mercy Back (RTU) Exam Forms along with fee Detail is 30/06/2018. After that no examination forms will be filled.**

Exam Incharge

Principal

CC to:-

1. Dean Academics
2. Vice Principal
3. HOD MBA
4. MBA Exam Incharge