



Gauhati University

Department of Chemistry

Gopinath Bordoloi Nagar, Guwahati-781014

Assam::India

Debajyoti Mahanta
(Ph D, IISc Bangalore)
Associate Professor
e-mail: debam@gauhati.ac.in

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NOTICE

This is for the information of all concerned students of FYIMP Semester-IV (FYIMP B.A/B.SC/B.COM/B.VOC, Regular Batch 2023) that the Examination, 2025 form fill up process will be done through SAMARTH e-Gov Portal as per the dates mentioned below:

Examination form fill up will be done through SAMARTH e-Gov Portal from **21st May' 2025 to 27th May' 2025 (Without Fine) and upto 29th May' 2025 (With Fine)**. Students must log in the <https://gauhati.samarth.edu.in> for filling their forms.

- i) Office of the Controller of Examinations, Gauhati University will not accept any examination form or fee from students.
- ii) Individual students need to deposit the Examination fees through online payment gateway available in the SAMARTH e-Gov Portal only. **No other mode of payment will be accepted.**
- iii) For reference, please go through the User Manual attached herewith.
- iv) **Please note that those candidates who did not complete the Course Registration process as per Notification No. GU/Acad/2025/Noti/806-10 dated 14th May' 2025 must not pay Examination Fees and their Form Fill Up will not be successful, even though payment has been made. University will not be responsible for any such payments made in SAMARTH e-Gov Portal.**
- v) **Departments must complete the Form Verification process by 02nd June' 2025. Admit Cards/Attendance Sheets will be available only for the verified examination forms.**

(Debajyoti Mahanta)

FYIMP Programme Coordinator

Fees to be paid:

Candidates have to deposit Examination Fees through online payment gateway available in the SAMARTH e-Gov Portal only :

**Examination fees to be paid to Gauhati University
(For FYIMP 4th Semester Examination' 2025)**

Sl. No	Particulars of Fees	Amount (Rs.)
1	Examination Fee (Without Fine)	890.00
2	Examination Fee (With Fine)	890.00 + 270.00 = 1160.00

Note:

1. Multiple extensions of the form fill up dates initiate several issues which hampers the smooth conduct of the Examinations. Hence all are requested to complete the Examination form fill up process within the stipulated period. NEP 2020 Coordination Centre and Departments are further requested for wide circulation of the Examination form fill up process among the students and also to complete the form verification process within the stipulated date such that the Admit Cards can be made available to verified candidates at the earliest possible time.

2. Refer to Annexure I for detail steps of form fill up procedure and other associated matters.

Annexure I

Steps to follow by candidates to fill up Examination Form

1. Log in to your account through <https://gauhati.samarth.edu.in/>
2. Click on the "Examination Registration" from the left hand panel after login
3. Click on "**Click here for Examination Form**"
4. Select your PwD status (if not belonging to PwD, select not applicable from drop down menu)
5. Verify all courses which are listed as per course registration.
6. *Those who didn't complete course registration must not proceed further to pay the Examination Fees.*
7. Then click on submit button.
8. After this select the payment option as "Billdesk" or "Razorpay"
9. Pay the requisite amount shown.

NOTE:

1. These steps are necessary actions to successfully submit the Examination Form
2. **Please don't refresh while doing the transaction. It may cause failure of the Examination Form Submission.**
3. **If your Form Status remain as "Draft" after attempting payment of fees, then do the following in the portal to check the payment status: Dashboard>>Fee (in the left-hand side panel)>>All Transactions>>Check Payment Status.** If payment was successful, then the form will be submitted after clicking "Check Payment Status" and a confirmation message in Green colour will appear at the top.
4. The same facility is available in the last page of form submission also, if the form status remains as "Draft".