



Ref. No : MRSPTU/CoE/1313

Date: 04/12/2024

## NOTICE

**Sub: - Schedule and Instructions for filling examination forms for Dec-2024 (for 2024 admitted regular students)**

**1<sup>st</sup> Semester & 3<sup>rd</sup> Semester (LEET)**

Regular and Reappear examination forms for end semester university examination Dec-2024 for 2024 batch admitted students shall be filled online at [www.mrsstuexam.com](http://www.mrsstuexam.com) as per the following schedule:

| S. No. | Description<br>(fees @ Rs. 2000/- per sem.)                                  | Dates      |            | Payment reconciliation | Fee Deposition   |
|--------|--|------------|------------|------------------------|--|
|        |  | From       | To         |                        |  |
| 1.     | Filling & locking of examination forms without late fees                     | 05/12/2024 | 13/12/2024 | 14/12/2024             | Fee shall be deposited online directly by the students |
| 2.     | Filling & locking of examination forms with late fees of Rs. 1000/- per form | 15/12/2024 | 16/12/2024 | 17/12/2024             |  |
| 3.     | Filling & locking of examination forms with late fees of Rs. 2000/- per form | 18/12/2024 | 19/12/2024 | 20/12/2024             |  |
| 4.     | Filling & locking of examination forms with late fees of Rs. 5000/- per form | 21/12/2024 | 26/12/2024 | -----                  |  |

### Important Points

- **No form filling shall accepted on the date of payment reconciliation.**
- Admit cards shall be generated through software by the concerned HOD. The Admit card can be generated as soon as the student locks the examination form. HOD must ensure the generation of admit card before the start of examination.
- No student shall be allowed to appear in examination without valid admit card.

### INSTRUCTION FOR FILLING OF FORMS

1. Up-gradation of students, filling of elective subjects and filling of groups are compulsory before the online filling of examination forms.
2. The examination form (Regular) of student will be filled directly by the student in his MRSPTU login ID. The payment can be made in any mode preferably through net banking / debit card / credit card.
3. If the payment is a success then student must lock the exam form and can take a printout of the same.
4. If the payment is deducted from the student account but the form does not get locked then the student shall wait for 24 hours. He shall login again and click on tab **Examination → Payment history → Verify the fees** to lock the form.
5. If the student has filled and locked the form but he/she wants to modify the same, then the following procedure is to be adopted.

**a) For Regular forms**

**MAHARAJA RANJIT SINGH PUNJAB TECHNICAL UNIVERSITY**

**BATHINDA - 151001, PUNJAB (INDIA)**

**Ph. No.:** +91-87250-72333, **Fax:** +91-164-2280164, **Website:** [www.mrsstu.ac.in](http://www.mrsstu.ac.in), **E-mail id:** [coemrs@mrsptu.ac.in](mailto:coemrs@mrsptu.ac.in)

ਮਹਾਰਾਜਾ ਰਣਜੀਤ ਸਿੰਘ  
ਪੰਜਾਬ ਟੈਕਨੀਕਲ ਯੂਨੀਵਰਸਿਟੀ  
ਬਾਦਲ ਰੋਡ, ਬਠਿੰਡਾ-151001, ਪੰਜਾਬ (ਭਾਰਤ)



MAHARAJA RANJIT SINGH  
PUNJAB TECHNICAL UNIVERSITY  
BADAL ROAD, BATHINDA-151001, PUNJAB (INDIA)

(Established By Govt. of Punjab vide Punjab Act No. 5 of 2015 and Approved Under Section 2(f) & 12(B) of UGC)  
ਕੰਟਰੋਲਰ ਪ੍ਰੀਖਿਆਵਾਂ

Controller of Examinations

- Upto 19/12/2024 the student can unlock the form from his ID and make the necessary correction and again lock the form. Correction fees of Rs. 1000/- shall be charged every time the form is unlocked.
  - After 19/12/2024, the student shall mail his request to [supportexam@mrsptu.ac.in](mailto:supportexam@mrsptu.ac.in) and the required correction shall be done after completing the required documentation online as shall be directed on the mail.
6. Once the admit card is generated by concerned HOD, it can be downloaded by the student in the MRSPTU login ID.
  7. Student shall take a print out of the admit card and get it signed & stamped by concerned HOD to appear in the examination.
  8. In case of any clarification / problem, please contact on Mobile No. **7889146422** and/or email at [supportexam@mrsptu.ac.in](mailto:supportexam@mrsptu.ac.in)

Controller of Examination  
MRSPTU, Bathinda

C.C: -

Prof. Incharge (Accounts Branch)  
MRSPTU, Bathinda

MAHARAJA RANJIT SINGH PUNJAB TECHNICAL UNIVERSITY

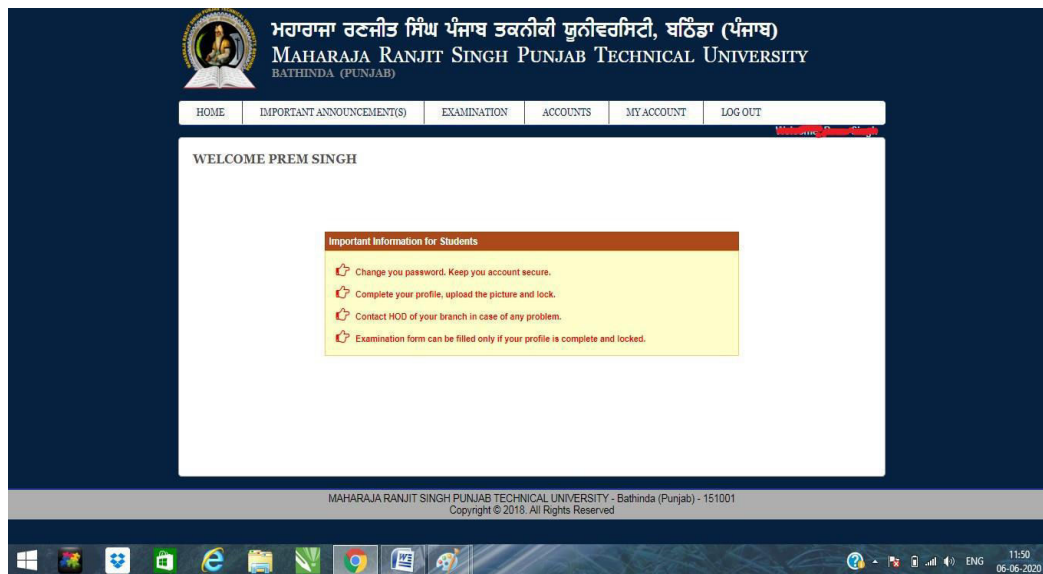
BATHINDA - 151001, PUNJAB (INDIA)

Ph. No.: +91-87250-72333, Fax: +91-164-2280164, Website: [www.mrsstu.ac.in](http://www.mrsstu.ac.in), E-mail id: [coemrs@mrsptu.ac.in](mailto:coemrs@mrsptu.ac.in)

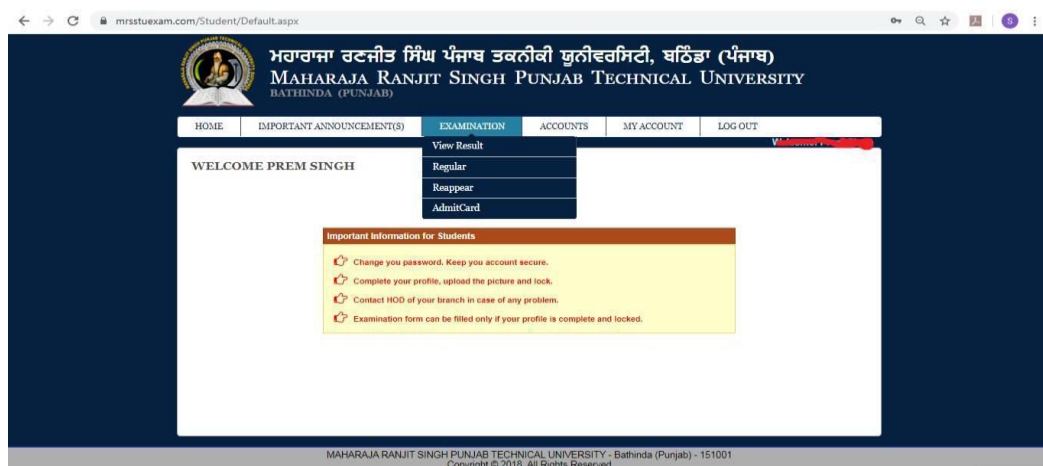
# STEPS FOR FORM FILLING BY STUDENTS

(For Correction examination form only Regular)

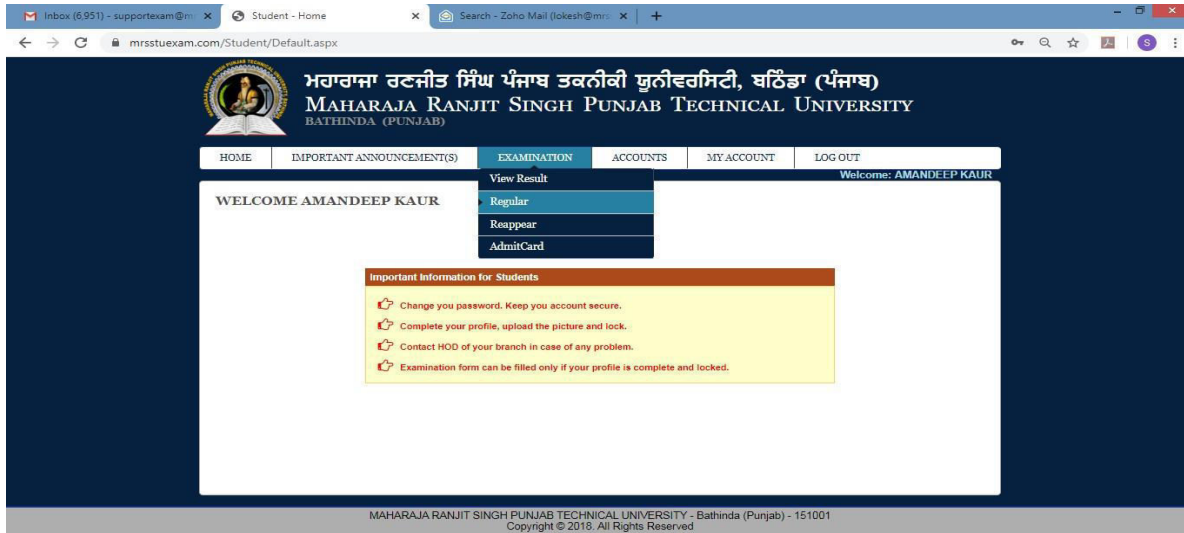
1. Open website [www.mrsstuexam.com](http://www.mrsstuexam.com) and login in Student id.



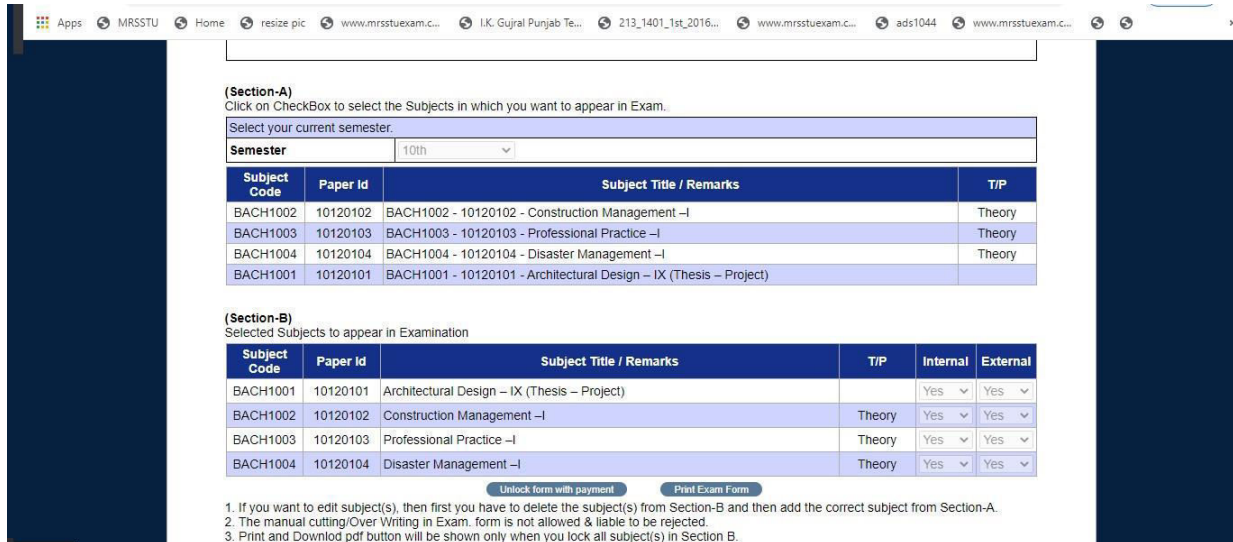
2. On the header menu, move your mouse pointer to Examination.



3. Click on Regular exam form.



4. Click on Unlock from with payment.



## 5. View Payment receipt.

HOME IMPORTANT ANNOUNCEMENT(S) EXAMINATION ACCOUNTS MY ACCOUNT LOG OUT Welcome: Anamika

### PAYMENT RECEIPT VIEW - 209500012

|              |                          |
|--------------|--------------------------|
| Student Name | Anamika                  |
| Roll Number  | [REDACTED]               |
| Branch       | Bachelor of Architecture |
| Batch        | Aug 2015                 |
| Session      | EVEN                     |

| Account Head             | Amount(Rs) |
|--------------------------|------------|
| Exam Form Correction Fee | 700.00     |

[Pay Online](#)

**Notes:**  
1# Please cross check your fee.  
2# After payment please submit your form.

## 6. Click on Pay online.

HOME IMPORTANT ANNOUNCEMENT(S) EXAMINATION ACCOUNTS MY ACCOUNT LOG OUT Welcome: Anamika

### PAYMENT RECEIPT VIEW - 209500012

|              |                          |
|--------------|--------------------------|
| Student Name | Anamika                  |
| Roll Number  | [REDACTED]               |
| Branch       | Bachelor of Architecture |
| Batch        | Aug 2015                 |
| Session      | EVEN                     |

| Account Head             | Amount(Rs) |
|--------------------------|------------|
| Exam Form Correction Fee | 700.00     |

[Pay Online](#)

**Notes:**  
1# Please cross check your fee.  
2# After payment please submit your form.

7. Fill correct detail and click on confirm & submit button.

The screenshot shows the 'ONLINE PAYMENT' form on the MRSSTU website. The form contains the following fields and values:

|                        |                          |
|------------------------|--------------------------|
| Roll Number            | 15120096                 |
| Name                   | Abhimanyu Agarwal        |
| Email                  | supportexam@mrsptu.ac.in |
| MobileNo               | 8725072333               |
| Receipt/Challan Number | EXMCFee209500015         |
| Amount                 | 700.00                   |

Below the form are two buttons: 'Confirm & Submit' and 'Cancel'.

At the top of the page, there is a navigation menu with links: HOME, IMPORTANT ANNOUNCEMENT(S), EXAMINATION, ACCOUNTS, MY ACCOUNT, LOG OUT. A welcome message reads 'Welcome: Abhimanyu Agarwal'. The footer contains the text: 'MAHARAJA RANJIT SINGH PUNJAB TECHNICAL UNIVERSITY - Bathinda (Punjab) - 151001 Copyright © 2018. All Rights Reserved'.

8. Fill correct Bank Detail and click "pay now".

The screenshot shows the 'NET BANKING' payment interface. At the top, it displays 'M R S Punjab Technical University' and 'Reference No : EXMCFee209500011' with 'Amount : 700.00'. The interface has two tabs: 'CARDS' and 'NET BANKING', with 'NET BANKING' selected. Under 'Pay using', there are logos for VISA, MasterCard, and RuPay. A note states: 'For Maestro cards, please enter Expiry Date and CVV no. if available or else ignore and proceed.' Below this, there are radio buttons for 'Credit card' (selected) and 'Debit card'. A dropdown menu for 'Select Credit Card Option' shows '--Select--'. A blue 'PAY NOW' button and a 'Cancel' link are present. At the bottom, there are logos for Verified by VISA, MasterCard SecureCode, and HDFC BANK. A security notice reads: 'Your transaction is processed through a secure 2048 bit https internet connection based on secure socket layer technology. For security purposes, your following details have been logged. IP address 117.96.235.206 and access time Fri Jun 05 11:59:05 IST 2020.' The footer contains 'Copyright © 2014 TechProcess Payment Services Ltd. All rights reserved.'

9. After payment, view showing message “payment is successfully paid”.

The screenshot shows the online payment success page. At the top, there is a navigation menu with links for HOME, IMPORTANT ANNOUNCEMENT(S), EXAMINATION, ACCOUNTS, MY ACCOUNT, and LOG OUT. The page title is "ONLINE PAYMENT - SUCCESS". A yellow message box states: "Your payment is successfully paid. Please keep printout of this receipt for future reference." Below this, a table displays transaction details:

|                        |                     |
|------------------------|---------------------|
| Transaction Ref Number | EXMCFee209500011    |
| Amount                 | 700.00              |
| Bank Ref Number        | NA                  |
| Transaction Time       | 05-06-2020 11:58:49 |
| Status                 | 0392                |

Below the table, there is a section for "Student Info" with a table:

|              |            |
|--------------|------------|
| Roll Number  | [REDACTED] |
| Student Name | [REDACTED] |
| Branch       | [REDACTED] |
| Batch        | Aug 2015   |

A "Print" link is located below the student info table. At the bottom of the page, the footer reads: "MAHARAJA RANJIT SINGH PUNJAB TECHNICAL UNIVERSITY - Bathinda (Punjab) - 151001 Copyright © 2018. All Rights Reserved".

10. After that, Click to Regular exam form.

The screenshot shows the student home page. The navigation menu includes HOME, IMPORTANT ANNOUNCEMENT(S), EXAMINATION, ACCOUNTS, MY ACCOUNT, and LOG OUT. The page title is "WELCOME AMANDEEP KAUR". A dropdown menu is open under the "EXAMINATION" link, showing options: View Result, Regular, Reappear, and AdmitCard. A yellow message box titled "Important Information for Students" contains the following instructions:

- Change you password. Keep you account secure.
- Complete your profile, upload the picture and lock.
- Contact HOD of your branch in case of any problem.
- Examination form can be filled only if your profile is complete and locked.

At the bottom of the page, the footer reads: "MAHARAJA RANJIT SINGH PUNJAB TECHNICAL UNIVERSITY - Bathinda (Punjab) - 151001 Copyright © 2018. All Rights Reserved".

11. Click on lock exam form.


|                          |          |        |   |        |
|--------------------------|----------|--------|---|--------|
| <input type="checkbox"/> | BARC1643 | 120135 | BARC1643 - 120135 - Building Sciences & Technology-VI | Theory |
| <input type="checkbox"/> | BARC1644 | 120136 | BARC1644 - 120136 - Interior Design                   | Theory |
| <input type="checkbox"/> | BARC1645 | 120137 | BARC1645 - 120137 - Estimating & Costing              | Theory |
| <input type="checkbox"/> | BARC1646 | 120138 | BARC1646 - 120138 - Design Philosophies-III           | Theory |
| <input type="checkbox"/> | BARC1647 | 120139 | BARC1647 - 120139 - Architectural Legislation         | Theory |
| <input type="checkbox"/> | BARC1641 | 120133 | BARC1641 - 120133 - Architectural Design-VI           |        |

Are you sure you want to lock this Exam form?

(Section-B)  
Selected Subjects to appear in Examination

| Subject Code | Paper Id |                                   | T/P    | Internal | External |
|--------------|----------|-----------------------------------|--------|----------|----------|
| BARC1641     | 120133   | Architectural Design-VI           |        | Yes      | Yes      |
| BARC1642     | 120134   | Building Construction-VI          | Theory | Yes      | Yes      |
| BARC1643     | 120135   | Building Sciences & Technology-VI | Theory | Yes      | Yes      |
| BARC1644     | 120136   | Interior Design                   | Theory | Yes      | Yes      |
| BARC1645     | 120137   | Estimating & Costing              | Theory | Yes      | Yes      |
| BARC1646     | 120138   | Design Philosophies-III           | Theory | Yes      | Yes      |
| BARC1647     | 120139   | Architectural Legislation         | Theory | Yes      | Yes      |

12. Print on Examination form.



**ਮਹਾਰਾਜਾ ਰਣਜੀਤ ਸਿੰਘ ਪੰਜਾਬ ਤਕਨੀਕੀ ਯੂਨੀਵਰਸਿਟੀ, ਬਠਿੰਡਾ (ਪੰਜਾਬ)**  
**MAHARAJA RANJIT SINGH PUNJAB TECHNICAL UNIVERSITY**  
 BATHINDA (PUNJAB)

HOME
IMPORTANT ANNOUNCEMENTS
EXAMINATION
ACCOUNTS
MY ACCOUNT
LOG OUT

Welcome

**REGULAR EXAM FORM**

**Examination Session: May2020**

**Student Information -**

|                          |              |
|--------------------------|--------------|
| Branch                   | Architecture |
| Roll No / Name           |              |
| Father's / Mother's Name |              |
| Mobile / Email / Batch   |              |

**(Section-A)**  
Click on Checkbox to select the Subjects in which you want to appear in Exam.

Select your current semester:

Semester: 6th

| Subject Code | Paper Id | Subject Title / Remarks                               | T/P    |
|--------------|----------|---|--------|
| BARC1642     | 120134   | BARC1642 - 120134 - Building Construction-VI          | Theory |
| BARC1643     | 120135   | BARC1643 - 120135 - Building Sciences & Technology-VI | Theory |
| BARC1644     | 120136   | BARC1644 - 120136 - Interior Design                   | Theory |
| BARC1645     | 120137   | BARC1645 - 120137 - Estimating & Costing              | Theory |
| BARC1646     | 120138   | BARC1646 - 120138 - Design Philosophies-III           | Theory |
| BARC1647     | 120139   | BARC1647 - 120139 - Architectural Legislation         | Theory |
| BARC1641     | 120133   | BARC1641 - 120133 - Architectural Design-VI           |        |

**(Section-B)**  
Selected Subjects to appear in Examination

| Subject Code | Paper Id | Subject Title / Remarks           | T/P    | Internal | External |
|--------------|----------|-----------------------------------|--------|----------|----------|
| BARC1641     | 120133   | Architectural Design-VI           |        | Yes      | Yes      |
| BARC1642     | 120134   | Building Construction-VI          | Theory | Yes      | Yes      |
| BARC1643     | 120135   | Building Sciences & Technology-VI | Theory | Yes      | Yes      |
| BARC1644     | 120136   | Interior Design                   | Theory | Yes      | Yes      |
| BARC1645     | 120137   | Estimating & Costing              | Theory | Yes      | Yes      |
| BARC1646     | 120138   | Design Philosophies-III           | Theory | Yes      | Yes      |
| BARC1647     | 120139   | Architectural Legislation         | Theory | Yes      | Yes      |

[Print Exam Form](#)

1. Please fill the form carefully.  
 2. Once the form is filled, payment made and form is locked, correction shall be allowed only after payment of the correction fees of Rs. 700/-  
 3. Print and Download pdf button will be shown only when you lock all subject(s) in Section B.

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## NOTES:

- Student's profile should be locked to generate Examination form.
- Elective Subject or Subject from Semester Groups will only be listed in Admit card/Exam Form if subject has been selected in Subject Selection Module by HOD for that particular student.
- **Regular Examination Form**  
Important Instructions.
  - . Please fill the form carefully.
  - . Once the form is filled, payment made and form is locked, correction shall be allowed only after payment of the correction fees of Rs. 1000/-
- **Reappear Examination Form**  
Important Instructions.
  - . Please fill the form carefully.
  - . Once payment is made and the exam form is locked, no correction is allowed.
- **Payment**
  - . Please check all the details in the examination form (Regular or Reappear) before making the payment.
- In case of any problem with the Examination form, send us email at [supportexam@mrsptu.ac.in](mailto:supportexam@mrsptu.ac.in).