

## SDM Institute of Technology, Ujire

### Instructions to the students of higher semesters and lateral entry for submission of Online Examination Application Form - Jan/ March 2021

- All ELIGIBLE and REGISTERED students** may apply for their regular and backlog (if any) subjects. Visit: <https://prexam.vtu.ac.in/>  
User ID (Your USN) and password of the previous sem exam may be used.  
Enter valid email ID (@sdmit.in), contact mobile number and passport size photo (less than 40kB), correct details of the subjects
- Filing exam. application by the students without penalty: **7 -13 Jan. 2021**
- Filing exam. application with penalty of Rs. 500: 15<sup>th</sup> - 16<sup>th</sup> Jan. 2021
- Before applying for examinations, clear college fee, mess dues, hostel fee (old) if any, without fail.**
- In case of difficulty, students may obtain password by sending an email to the respective class teacher on or before 11/1/2021 with the following details:  
**Sub: USN\_Request for password**  
Dear Sir, I request you to kindly provide password for filing my examination form Jan-March 2021  
(i) Name (ii) USN (iii) Semester (iv) Specify whether Regular or Detained student  
(v) Contact Phone number (vi) Dues cleared or not? Details of payment made  
**For authentication purpose, please attach a scanned copy of your ID card/ Aadhar Card.**
- Providing wrong or false information will be viewed seriously. Do not apply on behalf of others.**
- Mode of payment: Regular students** (Regular and backlog subjects) visit [www.sdmit.in](http://www.sdmit.in) website and pay through Axis Bank Payment link.  
**Pass-out students: Pay fee through NEFT (exam fee and dues if any)**  
Beneficiary Name: Name of the student  
A/c No. SDMITUTUT(next last 7 digits of your USN)  
IFSC Code: ICIC0000103  
Branch: Mumbai  
Account type: Savings Band (SB)  
Account Holder: SDM Educational Society
- After filing the examination form, take the printout and send the **signed scanned copy** of your application to the email ID of your class teacher along with UTR No./ Screen shot of the fee payment made, on or before 13/1/2021 for approval by the college.  
**Email Sub: USN\_Submission of Exam Application**
- No correction in the approved application or no refund of fee is permitted thereafter.**
- Your scheme and exam fee, eligibility criteria, and for further details, the students are advised to go through the VTU notification** (Ref no: VTU/BGM/Reg(E)/PS/2020-2021/1118 dated 5/1/2021).

06/1/2021

Principal

### Class coordinators list

Dept.	Sem	Section	Name of Class teacher	Phone No.	E-mail
ECE	3	A	Shaileshwari S	9743703654	shailasnb@sdmit.in
ECE	3	B	Nada E	9886409385	naadamahesh@sdmit.in
ECE	5	A	Raghuveera Pandith	9844201475	raghuvpandit@sdmit.in
ECE	5	B	Avinash S	9449979527	avinash@sdmit.in
ECE	7	A	Bharathraj M	7899135305	bharathraj@sdmit.in
ECE	7	B	Niranjan M	9483475027	niranjan@sdmit.in

Mech	3		Sukesh N	9538341639	sukesh@sdmit.in
Mech	5		Padmaraj A	7795122267	padmarajannaji@sdmit.in
Mech	7		Nityanand B	9964792954	nityanand@sdmit.in

CSE	3	A	Sharath K R	8722459785	sharathkrn@sdmit.in
CSE	3	B	Prithviraj Jain	9008653689	prithvi@sdmit.in
CSE	5	A	Suchetha N V	9480317090	suchethanv@sdmit.in
CSE	5	B	Pradeep G S	9880828243	pradeepgs@sdmit.in
CSE	7	A	Amith K S	9663361747	amith.kashyap@sdmit.in
CSE	7	B	H. Manoj T. Gadiyar	6366072281	hmtcse@sdmit.in

ISE	3		Shobha	9449209332	shobha212@sdmit.in
ISE	5		Shwetha S.V.	9663116010	shwethasv@sdmit.in
ISE	7		Deekshith K	9740839589	deekshith@sdmit.in

EEE	3		Santhosh P N	9880064637	santhoshkumar@sdmit.in
EEE	5		Antheesh R	9901931910	antheesh@sdmit.in
EEE	7		Pradeep K A	9480309722	pradeepkkoppa@sdmit.in

CIVIL	3		Vishwanatha Bhat	7204167771	vbhat@sdmit.in
CIVIL	5		Vinay M.R	9611895144	vinaymr5@sdmit.in
CIVIL	7		Dr. Raveesha P	9008072628	ravishpadumale@sdmit.in

**GENERAL INSTRUCTIONS TO STUDENTS**

1. *The facility of online filing of examination application form is provided to the students. The students can file the application from their own place.*
2. *In case of difficulties, students can request the college to file his/her application form from the college.*  
*"In both the above cases, it is the responsibility of the college to ensure that, the correct data is entered".*
3. Application filing by the students is made available at URL: <https://prexam.vtu.ac.in>
4. USER id and password are already given to the students during August/September 2020 Examinations and the same can be used.  
In case, you have forgotten the USER id and Password - USER id will be your USN and you must obtain your password from the college.
5. File your application carefully and take a printout and verify.
6. Uploading your recent passport size (Max 40 Kb) Photo is mandatory
7. After complete verification, requisite fee is to be paid as per the mode of payment of fee decided by the college.
8. No corrections in the approved application is permitted, once it is approved by the college.
9. Be Present at the College Campus at least 1 hours 30 minutes before the starting examinations.
10. Wearing of Mask and Hand Gloves at all times and location is compulsory.
11. Students are permitted to use their own hand sanitizer.
12. If you have any symptoms such as fever, cough, cold etc., request the college authorities for separate seating arrangements at least one day before your exams.
13. Carry your own water bottle, pen, pencil, calculator, data handbook etc.,
14. Do not share your belongings with anybody.
15. Check your belongings and pockets for any written material and electronics devices other than calculator which should not result into Malpractice.
16. Strictly adhere to the Standard Operating Procedures issued by UGC, State Government and the University in the conduct of examinations
17. NOTE:
  - a. The students with any number of backlog subjects can take admission to odd semester 2020-2021
  - b. 2017 batch students who have not gained eligibility to 3rd semester are required to take readmission to the course from 1<sup>st</sup> semester.
  - c. Students of 2017 batch are not permitted to continue in 2nd year without eligibility as per norms.
  - d. Candidates appeared for Terminal Semester November 2020 Special Exams will not be permitted to appear for terminal semester subjects.
  - e. Candidates eligible to appear for Terminal Semester November 2020 Special exams and not appeared for Special Exams will not be permitted to appear for Feb/March 2021 exams for Terminal semester subjects.
  - f. Such Students (as shown in 17d and 17e above) may appear for terminal semester subjects during June/July 2021 exams.
  - g. Such students are permitted to appear for backlog subjects of lower semesters, if any.

### **GENERAL INSTRUCTIONS TO COLLEGES**

1. Issue Passwords to the students who wish to file his/her application on their own and authorize them for filing applications.
2. In case the students ask the college to file the application that can be done as per prevailing practice. Uploading of photo is compulsory.
3. In the case where a student has been authorized and already taken password and not able to file his/her application, college can de-authorise him/her and submit the application from the college end.
4. Approve the application after ascertaining the eligibility of the candidate as per norms, keeping in mind that,
  - a. The students with any number of backlog subjects can take admission to odd semester 2020-2021
  - b. 2017 batch students who have not gained eligibility to 3<sup>rd</sup> semester are required to take readmission to the course from 1<sup>st</sup> semester.
  - c. Students of 2017 batch are not permitted to continue in 2<sup>nd</sup> year without eligibility as per norms.
  - d. Candidates appeared for Terminal Semester November 2020 Special Exams will not be permitted to appear for terminal semester subjects.
  - e. Candidates eligible to appear for Terminal Semester November 2020 Special exams and not appeared for Special Exams will not be permitted to appear for Feb/March 2021 exams for Terminal semester subjects.
  - f. Such Students may appear for terminal semester subjects during June/July 2021 exams.
  - g. Such students are permitted to appear for backlog subjects of lower semesters, if any.
5. **Strictly adhere to the Standard Operating Procedures issued by UGC, State Government and the University in the conduct of examinations.**



**:PROCEDURE FOR ONLINE FILING OF EXAMINATION APPLICATIONS:**

1. User manual for the entire process is displayed in the departmental login/ Student login .
2. URL: <https://prexam.vtu.ac.in> - for all colleges.
3. Principals of respective institutions shall identify one or more coordinator for each branch to enter applications received from the students. Similarly the Principal has to identify one or more coordinators for first year students, when the applications are called for first year.
4. The coordinators shall follow the instructions issued in the User Manual available online within the departmental login.
5. In the departmental login, provision for authorizing/de-authorizing students to file their application is provided.
6. Colleges can authorize/de-authorize the students to file their application forms through the department login. A system generated password for each student is displayed in the departmental login. Once the department authorizes the student for filing the application, the college / department authorities should communicate the password to the authenticated students only. It is very important that the password is to be provided to the authentic student.
7. The facility of online filing of examination application form is provided to the students to file the application from their own place.
8. In case of difficulties, students can request the college to file his application form from the college.
9. In case of student filing examination application forms, he/she can use his/her USN as login id and password obtained from their college/ department.
10. Facility of online filing of application by the students is provided in URL: <https://prexam.vtu.ac.in>, students are required to login by using their USN as id and password provided by the college.
11. On the first login he/she has to register his/her mobile number and email id and change the password. The students are advised to give mobile number which they use regularly and valid email id, which can be accessed by them.
12. The option for forgotten password is also given.
13. The student has to upload his/her passport size photograph (Max., 40Kb) compulsorily.
14. Student can file his/her application and submit the same. Any number of edits are provided before approval of the application by the college.
15. Student shall make the payment of fee, as per the instructions issued by the college.
16. There is no provision to edit the examination application submitted by the student after the approval of the college.
17. After approval of the college, hall ticket will be generated on the given date.
18. If any student who has taken the password and has been authorized to file application on his own is facing difficulties and requesting the college to file his application, upon request of the student, colleges can file the application as per the prevailing practice.
19. If the student is already authorized to file the application, colleges can de-authorize him/her and file the application from the college end upon the request from the student.
20. In case, the college is filing application, college must obtain the details of student including photo, email id, mobile number etc., and subjects to be applied signed by the student received through email or any other mode and the photo of the student must be uploaded.

**TABLE SHOWING THE BATCH WISE STUDENTS ELIGIBLE TO APPLY FOR  
JAN/FEB/MARCH 2021 EXAMINATIONS  
UG PROGRAMS REGULAR STUDENTS**

Year of Admission	Remarks	Fee
2010	ONLY those who were absent for the examinations during August / September 2020 are permitted to apply	<ul style="list-style-type: none"> <li>➤ Examination Application Fee Rs.20/- per candidate,</li> <li>➤ Rs.2000/- per subject with a maximum of Rs.6000/- per semester,</li> <li>➤ Marks Card Fee of Rs. 75/- per semester</li> </ul>
2011	The students who have completed the entire course and applying for only backlog papers are eligible to apply.	
2012	OTES students applying for Regular exams are permitted.	
2013	Within duration	<ul style="list-style-type: none"> <li>➤ Application Fee Rs. 20/- per candidate,</li> <li>➤ Examination Fee Rs.1200/- for Regular semester irrespective of number of subjects.</li> <li>➤ Arrear Examination Fee Rs.150/- per subject for arrear semester to the maximum of Rs.1200/- per semester</li> <li>➤ Marks Card fee Rs.75/- per semester for Non CBCS students</li> <li>➤ Marks Card Fee for CBCS students is Rs. 75/- Per candidate =</li> </ul>
2014		
2015		
2016		
2017		
2018		
2019		
2020		

**UG PROGRAMS LATERAL ENTRY STUDENTS**

Year of Admission	Remarks	Fee
2011	ONLY those who were absent for the examinations during August / September 2020 are permitted to apply	<ul style="list-style-type: none"> <li>➤ Examination Application Fee Rs.20/- per candidate,</li> <li>➤ Rs. 2000/- per subject with a maximum of Rs.6000/- per semester,</li> <li>➤ Marks Card Fee of Rs. 75/- per semester</li> </ul>
2012		
2013	The students who have completed the entire course and applying for only backlog papers are eligible to apply. OTES students applying for Regular exams are permitted.	<ul style="list-style-type: none"> <li>➤ Application Fee Rs. 20/- per candidate,</li> <li>➤ Examination Fee Rs. 1200/- for Regular sem. irrespective of number of subjects and</li> <li>➤ Arrear Examination Fee Rs.150/- per subject for arrear semester to the maximum of Rs.1200/- per semester</li> <li>➤ Marks Card fee Rs.75/- per semester for Non CBCS students</li> <li>➤ <b>Marks Card Fee for CBCS students is Rs. 75/- Per candidate</b></li> </ul>
2014		
2015		
2016		
2017	Within duration	<ul style="list-style-type: none"> <li>➤ Application Fee Rs. 20/- per candidate,</li> <li>➤ Examination Fee Rs. 1200/- for Regular sem. irrespective of number of subjects and</li> <li>➤ Arrear Examination Fee Rs.150/- per subject for arrear semester to the maximum of Rs.1200/- per semester</li> <li>➤ Marks Card fee Rs.75/- per semester for Non CBCS students</li> <li>➤ <b>Marks Card Fee for CBCS students is Rs. 75/- Per candidate</b></li> </ul>
2018		
2019		
2020		