

Important Instructions for Filling Online Examination Form & Fee for Students:

1. The Examination Application Form of Kurukshetra University has been made completely online for the 1st and 3rd semester Regular (Fresh/Reappear) Students and Ex-Students of UG and PG Examinations for Nov./Dec. 2018. However, the Ex-Students may also apply through offline/manual mode as practiced earlier for the session Nov./Dec. 2018.
2. The students shall have to fill their forms online and also upload the photographs, signature and thumb impression on the University Examination Portal.
3. Before filling form, please read carefully about eligibility criteria, examinations schedule and fee details available on the University Website (<http://www.kuk.ac.in>).
4. Steps for filling examination form for regular(fresh/reappear) students:
 - i) Registration.
 - ii) Login.
 - iii) Fill Personal Details.
 - iv) Fill Examination Details.
 - v) Go to Application Status to Preview and Submit.
 - vi) Take printout by clicking on Preview/ Download PDF button at top right corner.
 - vii) Submit the hard copy to the concerned College/Department/Institute.
5. The students shall have to do one time registration (in first semester/year) on the university's online examination portal in order to apply for online submission examination form and fee by using **UNIQUE** mobile number and email ID.
6. No two students shall register on same mobile number.
7. The students shall have to fill separate examination form for every semester/year of same class with same login ID and password.
8. The students are advised to retain the same email ID and mobile number throughout the course as all important correspondence shall be done using the same email ID and mobile number. If a student forgets his/her email ID and password; then follow these steps to recover the same: **Go to the Student Login > Click on Forgot User ID / Password**. The email Id and password will be sent to his/her registered mobile number.
9. Details of examination fees for all the courses are available at Fee Details link at university's website (<http://www.kuk.ac.in>).

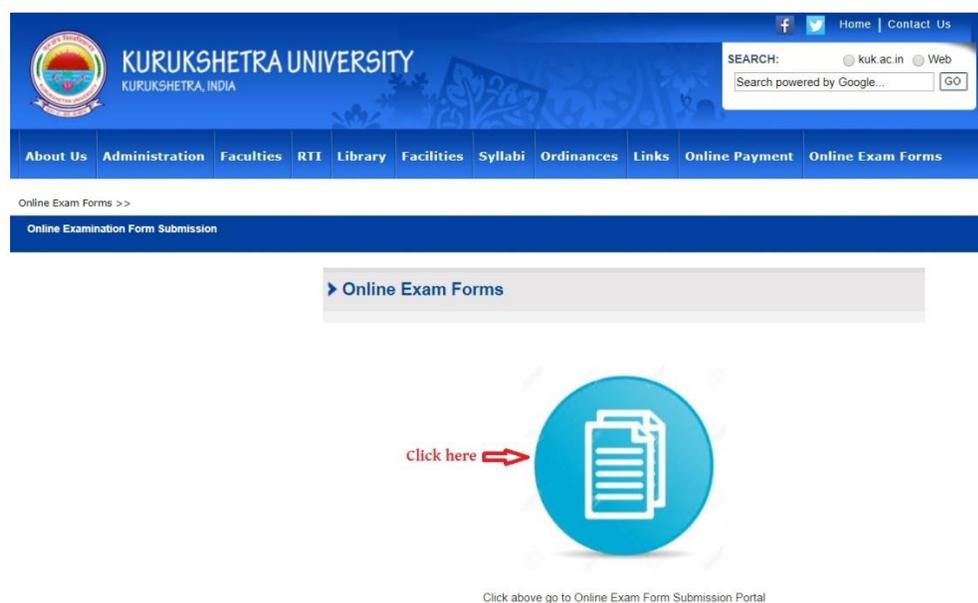
10. The fees for the Regular (Fresh/Reappear) Students shall be paid through their concerned College/Institute. However, the Ex-Students will pay their own fee through online mode while filling the online examination form by using following methods:
- a) Credit Card.
 - b) Debit Card.
 - c) Net Banking.
11. After final submission of the Examination Form, the Regular (Fresh/Reappear) Students shall take print out of the form and submit to the concerned Department/College/Institute. However, the Ex-Students will submit the print out of the form along with requisite supporting documents directly to the examination enquiry counter of the university failing which their online form will not be considered by the University.
12. Details of Examination Fees for all the courses is available at Fee Details Detailed Schedule along with Dates and Fee is as under:
- 1.) 20/08/2018-13/09/2018 (without late fees).
 - 2.) 16/09/2018-30/09/2018 (with late fees of Rs. 500).
 - 3.) 01/10/2018-15/10/2018(with late fees of Rs. 1000).
13. For any changes after final submission of examination form:
- 1.) Ex-Students may contact Examination Enquiry, Examination Branch, KUK or e-mail at onlineforms@kuk.ac.in.
 - 2.) Regular Students may contact their concerned Department/Institutes/College.
14. The students shall carefully select the subjects while filling the examination subject details in the online examination form. A subject change fee of Rs. 100 per subject will be charged in order to correct the wrongly opted subjects.

Getting Started:

1. Open the Web browser (Internet Explorer, Chrome, Firefox etc.).
2. Visit the University Website (kuk.ac.in) and click on the link “Online Exam Forms”



The screenshot shows the Kurukshetra University website. The navigation menu includes links for About Us, Administration, Faculties, RTI, Library, Facilities, Syllabi, Ordinances, Links, Online Payment, and Online Exam Forms. The 'Online Exam Forms' link is circled in red. Below the navigation menu, there is a 'Quick Links' section with a link for 'Centralized online Admission 2017-18'. A 'WELCOME' message is displayed in the center. A search bar is located in the top right corner. A 'Click here' link is visible below the navigation menu.



The second screenshot shows the 'Online Exam Forms' submission portal. The navigation menu is the same as in the first screenshot. Below the navigation menu, there is a link for 'Online Exam Forms >>'. A blue bar at the top of the page contains the text 'Online Examination Form Submission'. A button labeled 'Online Exam Forms' is visible. Below the button, there is a large blue circular icon with a document symbol. A red arrow points to the icon with the text 'Click here'. Below the icon, there is a small text that says 'Click above go to Online Exam Form Submission Portal'.

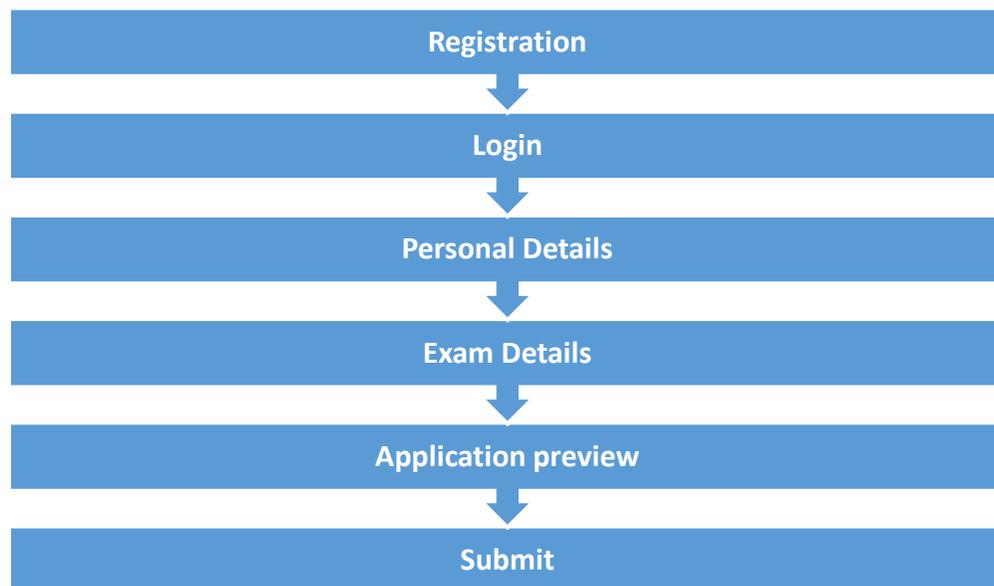
3. The students will get connected to the Online Examination Portal containing following tabs:
 - i) **Home:** Instruction for students.
 - ii) **Student Login:** Login facility for registered student.
 - iii) **Exam Registration:** For registration of new student.
 - iv) **Colleges Instruction:** Instruction for Departments/Colleges/Institutes.

- v) **Univ./College Login:** Login facility for already registered Departments/Colleges/Institutes.
- vi) **FAQ:** Frequently Asked Questions.
- vii) **Contact us:** For any query.



Flowchart for Online Examination Form:

1. **Flowchart for Regular (Fresh/Reappear) Students:** Following flowchart defines the steps involved in filling of examination application forms for **Regular (Fresh/Reappear) Students**.



Detailed Steps for Filling Online Examination Form for Regular (Fresh) Students:

STEP-1: Register Yourself

The first step to fill up the Online Examination Form is the registration of the students. For this, please click on the button ‘**Exam Registration**’. A ‘Student Registration Form’ will be displayed. Fill up the registration form as given below:

Student Registration

* All fields are mandatory

Note : Student's Name, Father's Name, Mother's Name and Date of Birth should be as per Matriculation Certificate.

Student's Name * : ANIL KUMAR

Father's Name * : Shri VEER SINGH

Mother's Name * : Smt REKHA DEVI

Date Of Birth * : 01/01/1998

Gender * : MALE

Mobile (10 Digit) * : +91 9099999009

e-mail ID * : example@gmail.com

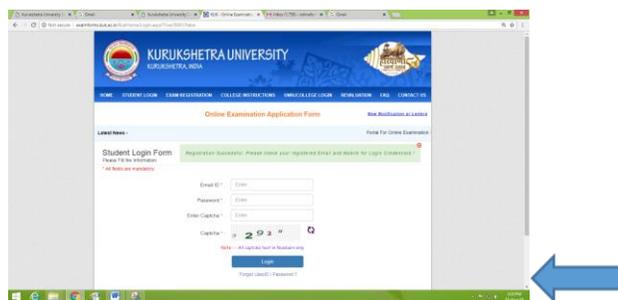
Select Question * : What is your nick name?

Answer * : ANIL

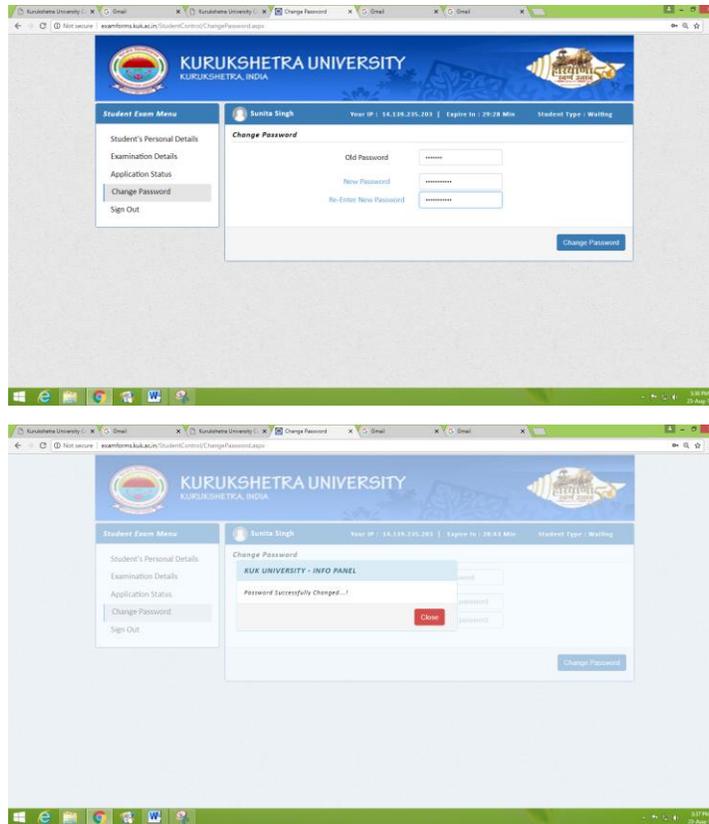
I agree to accept all Terms & Conditions [Read](#)

- i) Once you have filled the particulars in the form, click on the ‘**Register**’ button after enabling the checkbox “I agree to accept all Terms and Conditions”. (**Note: Kindly check the entries carefully as the same shall be used for DMC/Degree and other academic purposes. The students shall not be able to change their particulars after registration.**)

A message informing about the successful registration is displayed on the screen as shown below.



- ii) User Name along with the Password shall be generated after successful registration (**Note: The username for the registered student shall be his/her email id and the password shall be sent on the same email id & registered mobile number used at the time of registration.**)
- iii) The system generated password can also be changed (as shown below) by clicking on the link “Change Password” after making login into the account. Login can be made by following steps: Click on Student Login-> Enter your credentials-> change password.



STEP-2: Login (Registered Students):

Click on 'Student Login' button given in the Online Examination Portal:

- Enter your User Name (email id) and Password (i.e. received on your email id and registered mobile number at the time of registration).
- Enter the Captcha.
- Click on 'Login' button as displayed in the Login form.
- In case, a student forgets his/her User ID and Password, the same can be recovered through 'Forgot User ID/Password'.

Email ID * :

Password * :

Enter Captcha * :

Captcha * : 

Note :- All captcha text in Numbers only

[Forgot UserID / Password ?](#)

STEP-3: Students will enter in his/her Login account.

Here, the students will provide the requisite information related to the personal and examination details.

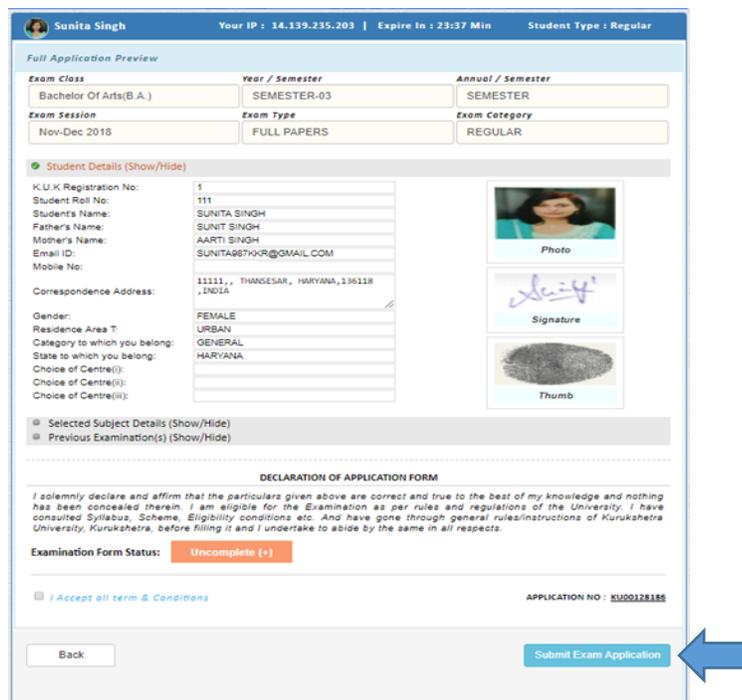
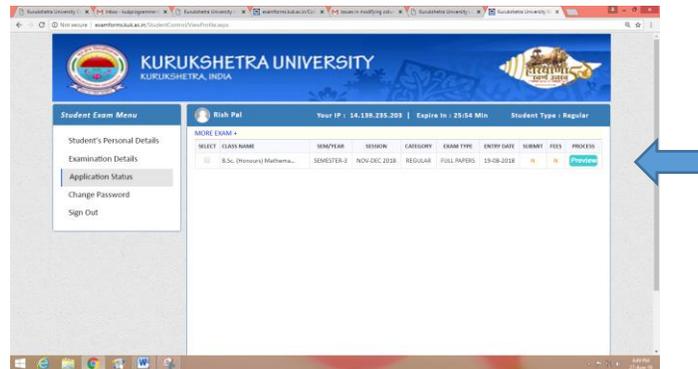
- 1. Fill Personal Details:** Student's Personal Details like correspondence address, permanent address, marital status, category etc. shall be filled. Then photograph, signature and thumb impression in .JPG format having size below 10 KB and 100 x 100 Pixels shall be uploaded. Once the details are entered, click 'Save Personal Details' button and then enter the 'Examination Details'.

- 2. Fill Examination Details:** The Examination Detail shall be filled as under:

S/N	Code	Subject Name	Subject Type	Select
1	RU23	HINDI COMP.	COMPULSORY	<input checked="" type="checkbox"/>
2	SA23	SANSKRIT COMP.	COMPULSORY	<input type="checkbox"/>
3	UR23	URDU COMP.	COMPULSORY	<input type="checkbox"/>
4	PU23	PUNJABI COMP.	COMPULSORY	<input type="checkbox"/>
5	PS23	PSYCHOLOGY	ELECTIVE	<input checked="" type="checkbox"/>
6	RI23	RURAL INDUSTRIALISATION	ELECTIVE	<input checked="" type="checkbox"/>
7	YU23	YOGA	ELECTIVE	<input checked="" type="checkbox"/>
8	NS23	NATIONAL SERVICE SCHEMES(S)	ELECTIVE	<input type="checkbox"/>

- Fill up all the requisite information related to the Examination Details in the form.
- Fill up course related information.

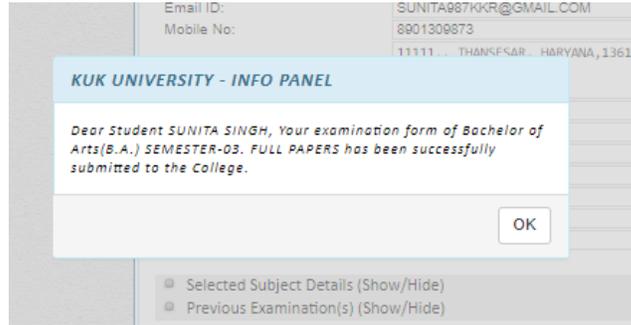
- c) Compulsory subjects will be auto populated after selection of course.
 - d) Candidates will have to select the elective subjects.
 - e) Fill up the details of last qualifying examination on the basis of which you are applying for the next examination.
 - f) Once the Examination Details are entered, click '**Save Application**' button.
3. **Preview and Submit:** Go to **Application Status** and Click on '**Preview**' button to check your details carefully.



Click on '**Submit Exam Application**' button as shown above after thoroughly checking the entered details. The said examination form gets forwarded to the

concerned College/Department/Institute and student will get message of successful submission on their registered mobile numbers as:-

“Dear Student, Your examination form of B.A. Semester-03 Full papers has been successfully submitted to the College.”



Now for taking print out, click on the Preview/Download PDF button at the top right corner of the screen. A PDF copy of the form can also be saved for future references.

Sunita Singh | Your IP : 14.135.235.203 | Expire In : 10:5 Min | Student Type : Regular

Preview / Download PDF

Exam Class	Year / Semester	Annual / Semester
Bachelor Of Arts(B.A.)	SEMESTER-03	SEMESTER

Exam Session	Exam Type	Exam Category
Nov-Dec 2018	FULL PAPERS	REGULAR

Student Details (Show/Hide)

K.U.K Registration No: 1
Student Roll No: 111
Student's Name: SUNITA SINGH
Father's Name: SUNIT SINGH
Mother's Name: AARTI SINGH
Email ID: SUNITA987KKR@GMAIL.COM
Mobile No: 1
Correspondence Address: 11111, THANSER, HARYANA, 136111, INDIA
Gender: FEMALE
Residence Area Type: URBAN
Category to which you belong: GENERAL
State to which you belong: HARYANA
Choice of Centre(i):
Choice of Centre(ii):
Choice of Centre(iii):

Photo
Signature
Thumb

Selected Subject Details (Show/Hide)
Previous Examination(s) (Show/Hide)

DECLARATION OF APPLICATION FORM

I solemnly declare and affirm that the particulars given above are correct and true to the best of my knowledge and nothing has been concealed therein. I am eligible for the Examination as per rules and regulations of the University. I have consulted Syllabus, Scheme, Eligibility conditions etc. And have gone through general rules/instructions of Kurukshetra University, Kurukshetra, before filling it and I undertake to abide by the same in all respects.

Examination Form Status: **Uncomplete (*)**

I Accept all term & Conditions

APPLICATION NO : KUK0128186

Back

Fee Not Paid!

A PDF format of the form gets generated. Put signatures on the print out and submit the form to the concerned College/Department/Institute.

KURUKSHETRA UNIVERSITY KURUKSHETRA, INDIA			
STUDENT EXAMINATION DETAILS, SESSION - NOV-DEC 2018			
Application No : KU00128186			
College Name	Test college (99999)		
Class Name	Bachelor of Arts(B.A.)	Annual / Semester	SEMESTER
Year / Semester	SEMESTER-03	Session	Nov-Dec 2018
Exam Type	FULL PAPERS	Category	REGULAR
KU.Reg. No	1	College Roll No	111
Student Name	SUNITA SINGH	Father Name	SUNIT SINGH
Mother Name	AARTI SINGH	Mobile No 1
Email ID	sunita987kkr@gmail.com		
Correspondence Address	11111, thanesar, Haryana, 136118, INDIA		
Gender	Female	Area Type	Urban
Category	general	State	Haryana
Student Photo	Student Signature	Student Thumb	
			
Fees Details Of Examination Form			
Transaction ID	Payment Date	Fee Amount	QR Code
			
Selected Subject For Examination			
SNO#	Subject Code	Subject Name	
1	UR23	URDU COMP.	
2	PY23	PSYCHOLOGY	
3	RU23	RURAL INDUSTRIALISATION	
4	EN23	ENGLISH	
Particular of Previous Examination(s) passed			

B.A 2nd sem	june 2018	11111	KUK	0	0	Result Awaited
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DECLARATION OF APPLICATION FORM

I solemnly declare and affirm that the particulars given above are correct and true to the best of my knowledge and nothing has been concealed therein. I am eligible for the Examination as per rules and regulations of the University. I have consulted Syllabus, Scheme, Eligibility conditions etc. And have gone through general rules/instructions of Kurukshetra University, Kurukshetra, before filling it and I undertake to abide by the same in all respects.

Submission Date: 23-Aug-2018 Signature _____

Note: "Kindly Submit the hard copy" of application form to your concerned Department/College/Institute.

The submitted form will then be verified by the College/Department/Institute and the process of online fee payment will be initiated; after completion of which the said form will be finally submitted to the university and Sign Out.

Applying for more than one forms: Students can also apply for more than one examination form for different semesters by using the same user ID and password by clicking on ‘**Click For More Examination Form**’ link on Examination Details tab.

Student Exam Menu

- Student's Personal Details
- Examination Details**
- Application Status
- Change Password
- Sign Out

Examination Details

TOTAL GENERATED FORM : 2 [CLICK FOR MORE EXAMINATION FORM](#)

- STATE TO WHICH YOU BELONG: Haryana
- STUDENT TYPE: REGULAR PRIVATE DDE
- COLLEGE / DEPARTMENT NAME: Test college-99999
- CAPACITY FOR APPEARING: -----Select-----
- SESSION: NOV-DEC 2018
- K.U. REGISTRATION: 1
- COLLEGE ROLL NO: 1111
- EXAMINATION ROLL NO: ROLL NO. WILL BE ALLOTTED BY THE UNIVERSITY
- CATEGORY: REGULAR
- ANNUAL / SEMESTER: SEMESTER
- CLASS: Bachelor of Arts(B.A.)
- SEMESTER / YEAR: SEMESTER-03
- EXAMINATION TYPE: FULL PAPERS
- MAX NO OF SUBJECTS: 4
- TOTAL COMPULSORY SUBJECTS: 1
- TOTAL ELECTIVE SUBJECTS: 2
- TOTAL FIXED SUBJECTS: 1

14. SUBJECT DETAILS

NOTE :- Subject's offered (alongwith Subject Code of Papers)

OR

By clicking on ‘**More Exams+**’ on Application Status tab as depicted below:

Student Exam Menu

- Student's Personal Details
- Examination Details
- Application Status**
- Change Password
- Sign Out

Application Status

MORE EXAM +

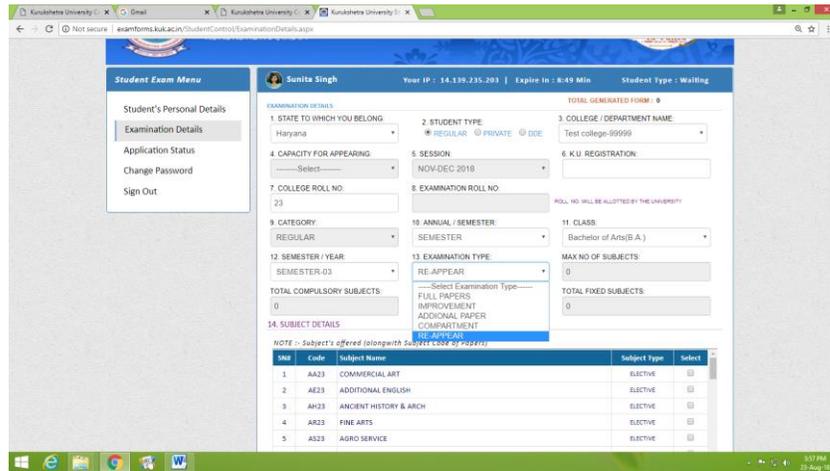
SELECT	CLASS NAME	SEM/YEAR	SESSION	CATEGORY	EXAM TYPE	ENTRY DATE	SUBMIT	FEES	PROCESS
<input type="checkbox"/>	Bachelor of Arts(B.A.)	SEMESTER-03	NOV-DEC 2018	REGULAR	RE-APPEAR	23-08-2018	<input type="checkbox"/>	<input type="checkbox"/>	Preview

Detailed Steps for Filling Online Examination Form for Regular (Reappear) Students:

The students applying for reappear examinations will follow the steps as mentioned below (kindly refer above for details):

1. **Registration.**
2. **Login into the account.**
3. **Fill Personal Details.**
4. **Fill Examination Details.**

Kindly Note: Select **Reappear** as **Examination Type** in column no. 13.



- A pop up table will appear. Fill the details regarding all the chances availed by the student.

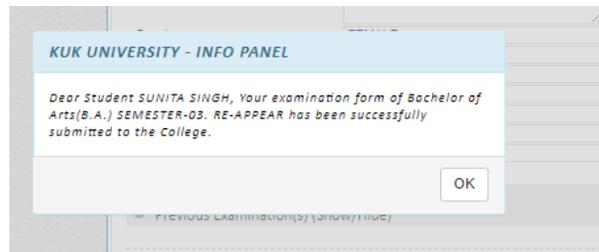
KUK UNIVERSITY - INFO PANEL					
S.No	Number of Chance	Year/Session	Roll No.	Result/Remarks	Edit
1	Appeared as Fresh Candidate	DEC. 2017	1111111	Reappear 301	Edit
2	Reappear 1 Chance	DEC. 2016	1111111	Reappear 301	Edit
3	Reappear 2 Chance	DEC. 2015	1111111	Reappear 301,	Edit
4	Reappear 3 Chance	DEC. 2014	1111111	Reappear 302,	Edit

Close Add New Save

- Upload the DMC related to your latest availed chance on the basis of which the candidate is applying for reappear examination and completely fill all the fields of examination details and save details.

- After clicking ‘**Submit Exam Application**’ button the said examination form gets forwarded to the concerned College/Department/Institute and student will get message of successful submission on their registered mobile numbers.

“Dear Student, Your examination form of B.A. Semester-03 reappear has been successfully submitted to the College.”



- Now for taking print out, click on the ‘**Preview/Download PDF**’ button at the top right corner of the screen. A PDF copy of the form can also be saving for future references.

Full Application Preview Preview / Download PDF

Exam Class	Year / Semester	Annual / Semester
Bachelor Of Arts(B.A.)	SEMESTER-03	SEMESTER

Exam Session	Exam Type	Exam Category
Nov-Dec 2018	RE-APPEAR	REGULAR

Student Details (Show/Hide)

K.U.K Registration No:	1	 Photo
Student Roll No:	111	
Student's Name:	SUNITA SINGH	 Signature
Father's Name:	SUNIT SINGH	
Mother's Name:	AARTI SINGH	 Thumb
Email ID:	SUNITA8874K@gmail.com	
Mobile No:	111111, THANESEAR, HARYANA, 136118	
Correspondence Address:	111111, THANESEAR, HARYANA, 136118, INDIA	
Gender:	FEMALE	
Residence Area Type:	URBAN	
Category to which you belong:	GENERAL	
State to which you belong:	HARYANA	
Choice of Centre(i):		
Choice of Centre(ii):		
Choice of Centre(iii):		

Selected Subject Details (Show/Hide)
 Previous Examination(s) (Show/Hide)

DECLARATION OF APPLICATION FORM

I solemnly declare and affirm that the particulars given above are correct and true to the best of my knowledge and nothing has been concealed therein. I am eligible for the Examination as per rules and regulations of the University. I have consulted Syllabus, Scheme, Eligibility conditions etc. And have gone through general rules/instructions of Kurukshetra University, Kurukshetra, before filling it and I undertake to abide by the same in all respects.

Examination Form Status: Uncomplete (+)

I Accept all term & Conditions APPLICATION NO: KU00128154

Back Fee Not Paid!

- Put signatures on the print out and submit the form to the concerned College/Department/Institute.


KURUKSHETRA UNIVERSITY
KURUKSHETRA, INDIA


STUDENT EXAMINATION DETAILS, SESSION - NOV-DEC 2018

Application No : KU00128154			
College Name	Test college (9999)		
Class Name	Bachelor of Arts(B.A.)	Annual / Semester	SEMESTER
Year / Semester	SEMESTER-03	Session	Nov-Dec 2018
Exam Type	RE-APPEAR	Category	REGULAR
KU Reg. No	1	College Roll No	111
Student Name	SUNITA SINGH	Father Name	SUNIT SINGH
Mother Name	AARTI SINGH	Mobile No	
Email ID	sunita587xkr@gmail.com		
Correspondence Address	11111, thansesar, Haryana, 136118, INDIA		
Gender	Female	Area Type	Urban
Category	general	State	Haryana
Student Photo	Student Signature	Student Thumb	
			

Fees Details Of Examination Form

Transaction ID	Payment Date	Fee Amount	QR Code
			

Selected Subject For Examination

SNO#	Subject Code	Subject Name
1	AR23	FINE ARTS

Particular of Previous Examination(s) passed

Name of Exam	Year/Session	University / Board Roll No.	University / Board	Marks Obtained	Max. Marks	Result
B.A 2nd sem	june 2018	11111	KUK	0	0	Result Awaited

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Submission Date: 23-Aug-2018 Signature _____

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- The submitted form will then be verified by the College/Department/Institute and the process of online fee payment will be initiated; after completion of which the said form will be finally submitted to the university and then Sign Out.

FOR ANY QUERY STUDENTS MAY CONTACT THEIR CONCERNED COLLEGE/INSTITUTE/DEPARTMENT.

THANKS