



# SHRI RAM COLLEGE OF COMMERCE

University of Delhi, Maurice Nagar, Delhi - 110 007  
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## FOREIGN LANGUAGE CELL SHRI RAM COLLEGE OF COMMERCE

February 8, 2023

### NOTICE

#### **Regarding Submission of Examination Form for the Examination to be held in May/June, 2023**

All the students enrolled in Part Time Course- **Certificate Course in Foreign Language- French (Batch- 2022-23)** and ex-students (who has enrolled in Batch 2021-22 of this course but they did not appear or could not pass the Examination-June, 2022 ) are hereby informed that Examination Branch, University of Delhi has released the notification for submitting the examination form (notification attached).

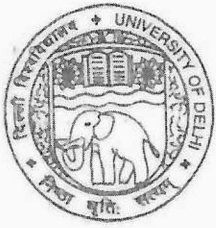
You are required to submit the examination form before the last date. Kindly read the instructions and notification carefully before submitting the form.

For any query related to examination form kindly mail to: [foreignlanguage@srcc.du.ac.in](mailto:foreignlanguage@srcc.du.ac.in)

Prof. Aruna Jha  
Convenor  
Foreign Language Cell, SRCC

#### **Attachments:**

University notification regarding Examination Form dated 1<sup>st</sup> Feb, 2023  
Instructions file



# UNIVERSITY OF DELHI

दिल्ली विश्वविद्यालय

Ref. No. Exam.VII/2023/79

Dated 01<sup>st</sup> February, 2023

## NOTIFICATION

All concerned students of Certificate/Diploma/Advanced Diploma/ Intensive Diploma/Intensive Advanced Diploma etc. (Odd Semester)/Annual for Academic Year 2022-23 are hereby informed that the last date of submission of Examination Forms for the Examination to be held in May/June, 2023 is **06.03.2023 (Monday) at 5:30 p.m.** The Faculty/Department/Colleges are requested to complete the confirmation and verification of Examination forms filled by the students by **07.03.2023 (Tuesday)**.

Student may fill their examination form by using following **online student portal Link:**

[http://durslt.du.ac.in/Du\\_ExamForm\\_ND2022/StudentPortal/IndexPage.aspx](http://durslt.du.ac.in/Du_ExamForm_ND2022/StudentPortal/IndexPage.aspx)

The College may confirm the filled examination form on the link provided below:-

[http://durslt.du.ac.in/Du\\_ExamForm\\_ND2022/Login.aspx](http://durslt.du.ac.in/Du_ExamForm_ND2022/Login.aspx)

The Students are also required to pay the fee online on the link provided by the respective Faculty/Department/College.

After filling the examination form, student may keep the printout of the filled forms for further communication, if any. Admit card shall be issued after confirmation of the examination form by their respective Faculty/Department/College. The details of accessing the software of Examination Form by Faculty/Department/College shall be provided separately to each Faculty/Department/College.

In case of any query / discrepancy in filling of the examination form, Student may contact their respective Faculty/Department/College.

O.S.D. (Examinations)

Dean (Examinations)

## **INSTRUCTIONS BEFORE FILLING THE EXAMINATION FORM**

Step-1: All 1<sup>st</sup> Semester/Year students should register from the link “**Register New Student**” available on the login page of the student examination portal with valid email Id. Student should fill the complete registration form and click the submit button. After submitting the form “Admission Ref. No.” will be generated.

Step-2: After the “Admission Ref No” is generated, students have to login and fill his/her Examination Form by using Admission Ref. No. , Student Name, Date of Birth and same email Id.

Step -3: Before filling the Examination form, students have to refer the date-sheet for their Unique Paper Code (U.P.C). After filling the Examination Form, students have to click on “**Submit & Print**” button. As soon as students click on this button the filled “Tentative Exam Form” will be displayed. The students should get it printed or save a soft copy for future reference.

**Note:** College / Department / Faculty will check and approve the “Tentative Exam Form” generated by the portal after confirming that the examination fee is duly deposited by the student. After this, students’ Examination Roll No. will be generated. Regarding payment of Examination Fee, students shall contact the Administrative/Finance office of their respective college / Department / Faculty.