



MADRAS SCHOOL OF SOCIAL WORK

(An Autonomous Institution Affiliated to the University of Madras)
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Office of the Controller of Examinations

31.03.2021

To:

The Head of Department – UG / PG Programmes

UG/PG End Semester Examination Registration for April 2021 (Arrear Papers)

Scheduled to be held on May 2021

All UG / PG students who need to appear for April 2021 End Semester Examinations (Arrear Papers) are hereby informed to take note of the following dates for Exam Registration.

Exam Registration begins on 01.04.2021 (Thursday)

Last date for Registration (without fine) – 14.04.2021 (Wednesday)

Last date for Registration (with fine) – 20.04.2021 (Tuesday)

(Fine @ Rs.50/ per working day will be applicable)

Exam Registration application forms are available in the respective student login in the College website (www.mssw.in). Students are required to refer the Manual for Registration of Exams in the College Website - COE Section for step by step procedure regarding Exam Registration through online or cash mode.

Note:

1. All students (with arrears) must register through their respective student logins and payment of arrear fees can either be made online or by cash.
2. The term “**Registration**” for Cash Payment refers to generating an Exam Fee Pre-Receipt online, Payment of fees and Submission of the **Exam Fee Pre-Receipt** print out with a copy of **Bank Challan** to the Society-Accounts Section **between 10 am and 4 pm**, during working days. For Online Payments only registration and payment online will suffice. Bank Challan is available in the Society- Accounts section.
3. **Passed out candidates** can register for exams either through online (their login) or offline. In case of offline, applications can be obtained from the COE Office.
4. **Only** students who have registered for the exam(s) will be permitted to write the same.


Dr. K. Sathyamurthi, Ph.D.,

Controller of Examinations


Dr. S. Raja Samuel, Ph.D.,

Principal

Copy to: All HODs, Accounts Dept., COE Notice Board, College Website