



Ref. No.: SBJITMR/CoE/2025/404

Date: 15/12/2025

Revised Notification

Online Examination Form Submission for End Semester Examination Winter-2025 (EW-25)

Master of Business Administration (M.B.A) : I Semester (Regular & Backlog Students)

Bachelor of Business Administration (B.B.A): I Semester

For the **End Semester Examination Winter-2025 (EW-25)** the process of exam form submission for **M.B.A and B.B.A. (I Semester)** will start from **16th December 2025**. The last date for form filling is mentioned below for the respective program.

EXAM FORM SCHEDULE

Sr. No.	Programme	Regular Dates (without late fees)	With late Fees (100 Rs. Per day)
1	M.B.A: I Semester	16 th Dec. - 26 th Dec.2025	27 th Dec – 31 st Dec. 2025
2	B.B.A: I Semester	22 th Dec. – 31 st Dec. 2025	01 st Jan. - 10 th Jan. 2026

Examination Fees (Regular Students):

1. **M.B.A: I Semester** :- Rs.5100/-
2. **B.B.A: I Semester** :- Rs. 3000/-

Examination Fees (Backlog Students) :- Rs. 500 per course

Important Instructions for ONLINE Exam Form Submission for backlog students:

- Students are instructed to click on "Backlog Course Registration" and select all backlog courses they wish to enroll in for the exam.
- No re-registration of the exam form will be allowed if any course is missed.

Note: Ex-students wishing to opt for the forego of their marks in continuous assessment must manually obtain the "Forego Form" from the Exam Section, fill it out, and submit it along with the Examination Form to Exam Section. "Term Work Completion Certificate" is required for practical courses. Once the forego option is exercised, it is final and binding for all subsequent exams of that course.

(Pankaj Jaiswal)
Controller of Examinations

Encl: Online examination form submission process

Copy to:

- The CED, CEO for information
- The Principal for information
- Dean Academics / Dean Students Affairs /All HoD's
- Uploaded on Website <https://www.sbjit.edu.in> / Examination Section Notice Board
- Student section