



HALDIA INSTITUTE OF TECHNOLOGY
(AN AUTONOMOUS INSTITUTION UNDER MAKAUT, WEST BENGAL)
ICARE COMPLEX, HIT, HALDIA, PURBA MEDINIPUR, WEST BENGAL 721657

Office of the Controller of Examinations

CIRCULAR

Ref.No.: CR/COE/HIT/05/07/2020

Date: 22.07.2020

Circular for Examination Form Fill-up of Regular Students under Autonomy of Even Semester UG/PGStudents'2019-20)

Due to announcement of lockdown by the Govt. of West Bengal to combat the spreading of COVID-19 pandemic, the undersigned is urgently inform to all concerned that the form examination fill-up for the students under autonomy for 2nd. & 4th. semester UG/PG students'2019-20 will be as under (**instead of previous circular regarding the subject mentioned, Ref. No. CR/COE/HIT/04/07/2020**):

1. Examination Form (Separately for UG 2nd. Sem., UG 4th. Sem., MBA, MCA & M.Tech.) would be available in the Institute Website for all enrolled students under autonomy of UG and PG courses from **27.07.2020 to 02.08.2020**.
2. Students should submit the examination form online from the web portal: <http://hitexam.net>
3. Verification of Examination Form will be made after clearing all the college dues. Students are advised to pay **college dues** through online mode to the following account:

A/c. Holder: Haldia Institute of Technology

Bank Name: Syndicate Bank

Branch: HIT Campus Branch

A/c. No.: 95582200000010

IFSC: SYNB0009558

4. After submission of the college fees, students are advised to send an e-mail to the following address hit_examcell@hithaldia.ac.in by mentioning the details as under:

For College Dues

Student's Name:

College ID No.:

College Roll No.:

UTR/Transaction No./IMPS No./UPI No./Remitter's Ac. No.:

Date of Payment:

Amount:

5. After verification of examination form students are able to pay Examination Fee (Rs. 2000/-) through online from the payment gateway of the examination web portal.
6. After payment of all the fee(s) student must print out the examination form for future reference.
7. After submission of all fees admit card will be generated.
8. The following would be different dates for different activities for the above mentioned purpose.

Dates for fill-up for End Semester Evaluation 2019-20 for Regular Students	
21.07.2020 – 24.07.2020	Students Enrollment.
27.07.2020 – 02.08.2020	Exam. Form generation/submission of exam. form by the students/Verification of exam. form after clearing all college dues/submission of examination fees.
04.08.2020	Tentative date for generation of admit Card

For any further information, students are advised to visit the notice section of the Instituteexam portal or contact college concerned.

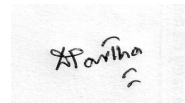
Sd/-

Prof.P.P.Das

Controller of Examinations.
HIT, Haldia.

Copy forwarded for information & necessary action to:

1. The Director, HIT
2. The Principal, HIT
3. All Deans, HIT
4. The Registrar, HIT
5. All HODs/TICs, HIT
6. All Members, Examination Committee, HIT
7. Dy. Controller of Examinations, HIT
8. The Sr. Administrative Officer, HIT
9. Office File



Prof. P.P.Das

Controller of Examinations.
HIT, Haldia.