

**INSTRUCTIONS FOR ONLINE FILLING ODD SEMESTER
EXAMINATION FORM 2018**

Step 1: Go to the website www.gmuniversity.ac.in

Step 2: Go to **“Notice Board”**

Step 3: Before clicking on **“Odd Semester Examination Form Fill-up”**. Read the Instructions Carefully and then click on **“Odd Semester Examination Form Fill- up”** link.

Step 3: Click on the link **“Odd Semester Examination Form Fill-up”**

Step 4: After clicking on this **“Odd Semester Examination Form Fill-up”** login window will be open where you have to provide user name and Password.

Step 2: User Id is your **University Roll Number** and Password is your **Date of birth** (As provided by you during Apply through Online Application)

For Example:

If your University roll number is **BA16-999** and Date of birth is **28th Mar 1997** then user id will be **BA16-999** and Password will be **28/Mar/1997**(First letter of month will be Capital)

Step 3: After entering User Id and Password , click on Login.

Step 4: After logging in, student basic details will be displayed along with subject details for which student has to appear in exams.

Step 5: Validate all the details as displayed and click on **“Apply”** button if all the details are correct. After then a pop up will be displayed for confirmation. Click **“yes”** if you want to apply, else click **“No”** for go back.

***In case you are finding any wrong information, click on “Correction Required” button and take the printed copy to ICT cell for verification.**

Step 6: After the form will be getting submitted, a successful message for applied to examination will be displayed at top. (You should be confirm this message displayed in top, otherwise your form have not successfully submitted.)

Step8: After successfully applied to examination form, you should contact to your concern department for getting Admit card. Follow to university Website Noticeboard/University Notice board admit card distribution date will be published.