

Ref No.: IUS/GTK/RG/530

Dated: July 3, 2025

NOTICE

SUPPLEMENTARY EXAMINATION JULY 2025

The University is holding Special Supplementary Examination in the month of July 2025 for UG & PG Program.

Submission of Forms through Offline Mode Only

DATES FOR SUBMISSION	4.7.25, 7.7.25 & 8.7.25
<u>NO REQUEST FOR SUPPLEMENTARY EXAMINATION WILL BE ACCEPTED AFTER 8.7.25</u>	

DETAILED GUIDELINES

1. Examination Schedule

- The Supplementary Examinations will be conducted from 15th July 2025.
- These examinations are applicable to only Pass-out Students.
- Students may opt for ODD Semester courses only.

2. Eligibility and Application

- A student may apply for a maximum of four (4) subjects in the supplementary examination.
- Students having 'NC' (Not Completed) status in project/dissertation are required to:
 - Submit an application to the Dean's Office via email at dean@iusikkim.edu.in, and
 - Report in person to the Dean for necessary guidance and approval.
- Students must verify the courses being offered prior to applying. If there is any discrepancy in course availability, the same must be immediately reported to the Examination Department.
- All students must review their grade sheets carefully before submitting their applications.
 - The University shall not be held responsible for any errors related to subject, semester, or grade entered by the student.



3. Fee Structure

- The fee for Grade Improvement (for grades D or E) and NC is INR 1,000/- per subject.
- The fee for Repeat Course (RC) is INR 3,000/- per subject.
- Note: Improvement of grades is not permitted for courses evaluated through continuous assessment.

4. Application Submission and Payment Procedure

- The Supplementary Examination Form is attached with this notice.
- Students must have their forms verified and approved by the **Office of the Registrar**.
- Only after approval should the payment be made through University website only.
- Kindly note that no refunds or adjustments will be entertained for payments made without proper form approval.

Rohit Rath
03/07/2025

Dr. Rohit Rathi
Registrar



The ICFAI University, Sikkim



APPLICATION FOR THE SUPPLEMENTARY EXAMINATION FOR UG & PG: JULY 2025

PAYMENT/TRANSACTION DETAILS:

.....
.....

Name:

Enrollment No.....

Program

Batch

E-mail

Phone No

To

The Registrar
The ICFAI University, Sikkim

Dear Sir,

I wish to exercise my option to write Supplementary Examination for the following course:

SL NO.	COURSE CODE	COURSE TITLE	SEMESTER	EXISTING GRADE IN COURSE
1				
2				
3				
4				

I am aware of the rules governing Supplementary Examination June 2025 & the Minimum Academic Requirements and would abide by them.

Date:

Signature of the student

For office use only

Amount:

Signature:



Campus Address : Ranka Road, Lower Sichey, Gangtok - 737101, Sikkim, India.
Landline : 8291303030 / 8291707070 Email : info@iusikkim.edu.in Website : www.iusikkim.edu.in