



ST. XAVIER'S COLLEGE JAIPUR

Nevta - Mahapura Road, Jaipur - 302029, Rajasthan, India

Affiliated to the University of Rajasthan

Approved under Section 2(f) & 12(B) of the UGC Act, 1956

A Christian Minority Jesuit Institution

Ref.: SXCJ/ACAD/EXAM/2023-24/2005

Date: 15.01.2024

University of Rajasthan Examination Form (2023-24)

Online registration of Examination Forms for B.Com., BA Hons. (Economics, English, Pol. Science, Psychology), BCA, BBA and PG Courses MA (English), MA (Economics), M. Com (HRM) for session 2023-24 can be filled online as per the schedule given below

Dates for filling and submission of the Online Exam Forms is as follows: –

S. N	Classes	Form Category	Without Late Fee	Submission
1	BA, BCOM, B.Sc, BA Hons., BBA & BCA First Year students (UG Old Scheme) – Only Ex-Students	With last Year University Exam Roll No	16.01.2024 To 27.01.2024	Form to be submitted in college within two days of Online form Submission
2	BA, BCOM, B.Sc, BA Hons., BBA & BCA, I, II & III Year Regular & EX students	With last Exam Roll No		
3	All PG (Previous) Regular Student	Fresh Form		
4	All PG (Final) Regular & Ex Student	With Last Exam Roll No		

Points to remember for filling up online examinations form:

Students are requested to keep ready with the following documents when filling up the online examination forms:

All PG (Previous) Students

1. Scanned PP size Photo
2. Scanned Signature
3. Photocopy - UG Mark Sheet, X Board Mark Sheet
4. Photocopy - Migration Certificate (other than UOR)
5. Aadhaar No.
6. ABC ID
7. Valid Email Id of the Student
8. Mobile No.

Note:

- Before filling the exam forms, Please read examination related notice either on our college notice board or university website: www.uniraj.ac.in.
- **Please pay your college fee (If any due) before submitting exam forms in college and submit the fee receipt copy to the respective class mentor.**
- **To fill in the form, first login on to www.univraj.org and select your stream and relevant category.**
- **Our college code: 790 (St. Xavier's College Jaipur). Any other college code will lead to rejection of the examination form and fees will not be refunded by the university.**
- Complete all the blank column in the exam form (Name / Parents Name as given in the XII Mark Sheet). Candidates' signature is must in the examination form.



ST. XAVIER'S COLLEGE JAIPUR

Nevta - Mahapura Road, Jaipur - 302029, Rajasthan, India

Affiliated to the University of Rajasthan

Approved under Section 2(f) & 12(B) of the UGC Act, 1956

A Christian Minority Jesuit Institution

- Please check all entries of Exam Form e.g. **NAME, CLASS, SUBJECT/PAPERS, PHOTO & SIGN**. Before paying of examination fee.
- Please mention your subjects & paper code carefully, if any doubt please consult with your class mentor.
- After filling out the exam form, examination fees have to be submitted through online payment. (Debit card (ATM), Credit card and Net banking.)
- **Forms (Two copies: Computer and office copy) to be submitted along with exam fees challan and relevant documents to the respective class mentor within two days after filling the Online Exam Form.**
- Order of the form and documents to be submitted to class mentor:
 - Computer copy
 - Office copy
 - Exam fee challan
 - For first year UG (Ex Student) Last year University Exam Mark Sheet.
 - For Second and Third Year Students (Regular & Ex) Last year University Exam Mark Sheets.
 - For first year PG: Xerox of 10th Marksheet, UG Marksheet, and migration certificates
- **Completed examination forms should be duly verified by the class mentor/HoD.**
- **College will not be responsible if the forms are not submitted on time or if some wrong entries are made.**
- For other details contact university website www.uniraj.ac.in, www.univraj.org and Toll free Helpline no. **7726953531, 18001806433** and **ICICI Bank 7372505528, 7304914963** regarding Fee Payment Issue.

College contact details: Mr Parmanand Sharma between 9.00 AM – 3: 00 PM. in College office.

Principal
St. Xavier's College, Jaipur
Nevta-Mahapura Road, Jaipur

Ref.: SXCJ/ACAD/EXAM/2023-24/ **2006-2010**

Copy forwarded to the following for information and necessary action:

1. Vice-principal, St Xavier's College Jaipur
2. Coordinator, University Affairs, St Xavier's College Jaipur
3. Heads of all the Departments, St Xavier's College Jaipur
4. Website Coordinator, St Xavier's College Jaipur
5. Principal Office, St Xavier's College Jaipur



ST. XAVIER'S COLLEGE JAIPUR

Nevta - Mahapura Road, Jaipur - 302029, Rajasthan, India

Affiliated to the University of Rajasthan

Approved under Section 2(f) & 12(B) of the UGC Act, 1956

A Christian Minority Jesuit Institution

Eligibility Criteria and Important Guidelines for filling Examination Forms

University Examination 2023-24

(UG Part – II, III and PG Students) Regular Students

1. 75% Attendance is compulsory to appear in University Examination.
2. Our college code: 790 (St. Xavier's College Jaipur). Any other college code will lead to rejection of the examination form and fees will not be refunded by the university.
3. Please pay your second Installment of college fees (If any due) and transportation fees before submitting exam forms in college and submit the copy of fee receipt to respective class mentor.
4. The students should clear all the previous dues (Fees), Transportation and return Library books of previous years (if any) before collecting of your previous mark sheet of the previous year.
5. Please mention your subjects & paper code carefully, if any doubt please consult with your class mentor.
6. Completed examination forms should be duly verified and signed by the class mentor/HoD.
7. Please attach Photo copy of the Mark Sheet of Previous classes. (III year student will attach Part I & II year Mark Sheet, II year student will attach Part –I Mark Sheet.)
8. Copy of Digilocker / Internet Mark Sheets will not be accepted by the University. Please attach photocopies of original Mark Sheets only.
9. The Filled Examination form in two copies (Student Copy + Office Copy) along with Examination Fee Receipt is compulsory to submit in college in the next two working days.
10. Ex-Students of all classes will submit their Examination forms with all Mark Sheets and previous clearance of fees to the respective class mentor / HoD.
11. Admission and Eligibility for Enrollment in University as per the University norms.
12. UG (BA/B.Com. B.Sc. Hons.) Students have to complete their graduation within 6 years of enrollment in university.
13. Professional Courses (BBA/BCA) students have to complete their graduation within 5 years of enrollment in university. Please check your enrollment year before filling the Examination Form.
14. As per the University provisions students cannot appear in two-degree courses in same year.
15. Any other guidelines regarding to Examination filling forms as per the annual Scheme when issued by University.

Principal

St. Xavier's College, Jaipur
Nevta-Mahapura Road, Jaipur