



Sardar Patel University, Mandi
(A State Government University)
Examination Branch



E-mail ID: coe@spumandi.ac.in

No. SPU- Mandi/Exam./OP/28/2023-3740-3748

Dated: 24.04.2025

NOTIFICATION

It is hereby notified for information of all **Undergraduate and Postgraduate students (Regular or Private)** of **Semesters Examination System** that the End Semester Examinations shall be held in the month of June 2025. The Examination Forms (Regular/Re-Appear) for the End Semester Examinations, June 2025, is made available ONLINE on the Examination Portal (**SPU Exam Portal (SPUEP)**) of the University website. (<https://spumandiexam.in/>)

The procedure for filling the Examination Form is annexed as **Annexure - I**

The last date for submitting the Examination form is 08.05.2025 till 11:59 PM.

Er. Haneet Rana
Assistant Registrar (Examinations)

Endst. No. as above even number and dated 24.04.2025.

Copy for information to:

- ✓ The Controller of Examinations, SPU Mandi.
2. The Finance Officer, SPU Mandi.
3. The Dean Academic Affairs, SPU, Mandi.
4. All Principal of affiliated colleges with a request to disseminate this information to the concerned students.
5. The Coordinator Examinations, SPU Mandi.
6. The PRO, SPU Mandi for wider publicity of this notification.
7. The Nodal Officer (Website) for uploading of this notification on the University website.
8. The PS to Hon'ble VC/ Pro-VC/ Registrar, SPU, Mandi.
9. Guard File.

Assistant Registrar (Examinations)



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Annexure -I

The procedure for filling the Examination Form is given below:

1. To access their Examination Form, students are required to login to their University Account using Registration No. & Password as Date of Birth.
2. After successful login, click on **"Exam Form"** Tab.
3. Students are required to check all the details [subjects (compulsory, electives, optional, generic, etc) and activity] before submitting the form. In case of any omission / correction / query related to the above fields, they are required to contact the College Authorities/ Examination Branch at the University office or send the same through email on arexam@spumandi.ac.in.
4. Once all the details given in the form are verified and found correct, students are required to check the 'Have you filled the Regular and Re-Appear Subjects? Once submitted, the exam form cannot be edited' box and press **'Submit'** button.
5. Students will be redirected to the Payment Gateway for online payment of fee through Credit / Debit Cards and Net banking. Once the students have made the payment, they should stay on the screen till; they are redirected to Main Page which will display their 'Submitted form' and 'Transaction Receipt'.

Note: If payment has been deducted from your bank account and the receipt is not generated and message has been received to you via email or SMS "Your payment for Easebuzz ID --- successfully completed.", It means your payment is received successfully. Payment will be updated within 72 hours and no need to make payment again.

6. After filling the examination form, student may keep the printout of the filled forms for further communication, if any.

In case of any query/ discrepancy in filling of the examination form, students may contact the on Tel. No. 01905-236895 or email to arexam@spumandi.ac.in

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Assistant Registrar (Examinations)