REVISED

Date: 11.01.2024

CBCS

NOTICE

The M.A. 1st Semester Examination, 2023 in Museology under the Faculty of Visual Arts will be held on and from 5th February, 2024. The detailed programme of the said examination will be announced in due course.

The M.A. 1st Semester classes will be held up to 03.01.2024 and will dissolve thereafter.

The candidates shall fill in and submit their application in the prescribed form on online mode with the prescribed fees according to the following scheduled;

Subject	Date
Museology	16.01.2024 (12:01 a.m.) to 18.01.2024 (11:59 p.m.)

The candidate must have attended at least 75% of the classes held and completed procedures related to C.I.A. (Continuous Internal Assessment) of each course.

The candidates must have cleared their tuition fees and other dues in full, failing which their examination fees shall not be accepted.

Candidate should download and print out the Admit Card immediate after of online examination form fill up and submission of examination fee.

The Admit Card will be issued 5 days before the commencement of examination on production of Registration Certificate and last pay slip.

No candidate shall be allowed to change subsequently his/her special paper or group which he/she has taken in the course and mentioned in the examination form.

The candidates appearing at the supplementary examination in less than full course of a semester will have to pay 30% of the present examination fees. However other fees like Grade Card fees, Computer processing fees etc. will remain the same.

Rate of Fees

Examination Fee	Rs. 600 /-	Total Exam fee (without late fee) Rs. 750 /-	Total Exam fee (with late fee) Rs. 950 /-
Grade Card Fee	Rs. 100 /-		
Computer Processing Fee	Rs. 50 /-		
Late Fee	Rs. 200/-		

Candidates are requested to download & print and go through the user manual of examination form fill up (attached herewith) very carefully, then fill up the examination form through online mode (website: http://online.rbu.net.in).

Spas 11/01/24

Joint Registrar / Assistant Registrar (Exam)

Copy to :

1. Dean, Faculty of Visual Arts
2. Dean, Students Welfare
3. Head of the Department of…………………..………………under the Faculty of Visual Arts
4. Registrar
5. Finance Officer (Acting)
6. Librarian (Acting).
7. Security Officer.
8. Chief University Engineer
9. Sports Officer
10. Information Scientist for uploading in the University website.
11. Bill Section
12. Secretary, Faculty Council(s).
13. Secretary to the Hon'ble Vice Chancellor.
14. Assistant Registrar (Exam)
15. Examination Notice Board
16. Evaluation Section
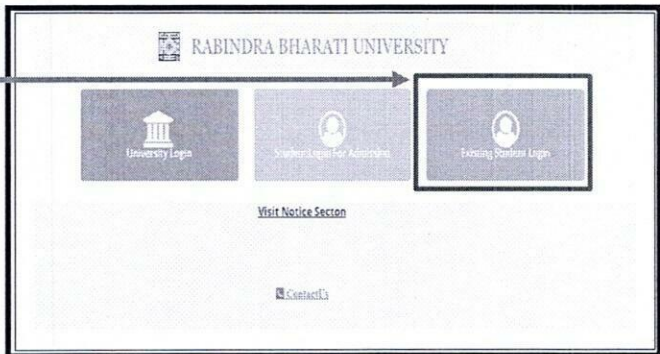17. Form Fill up Section
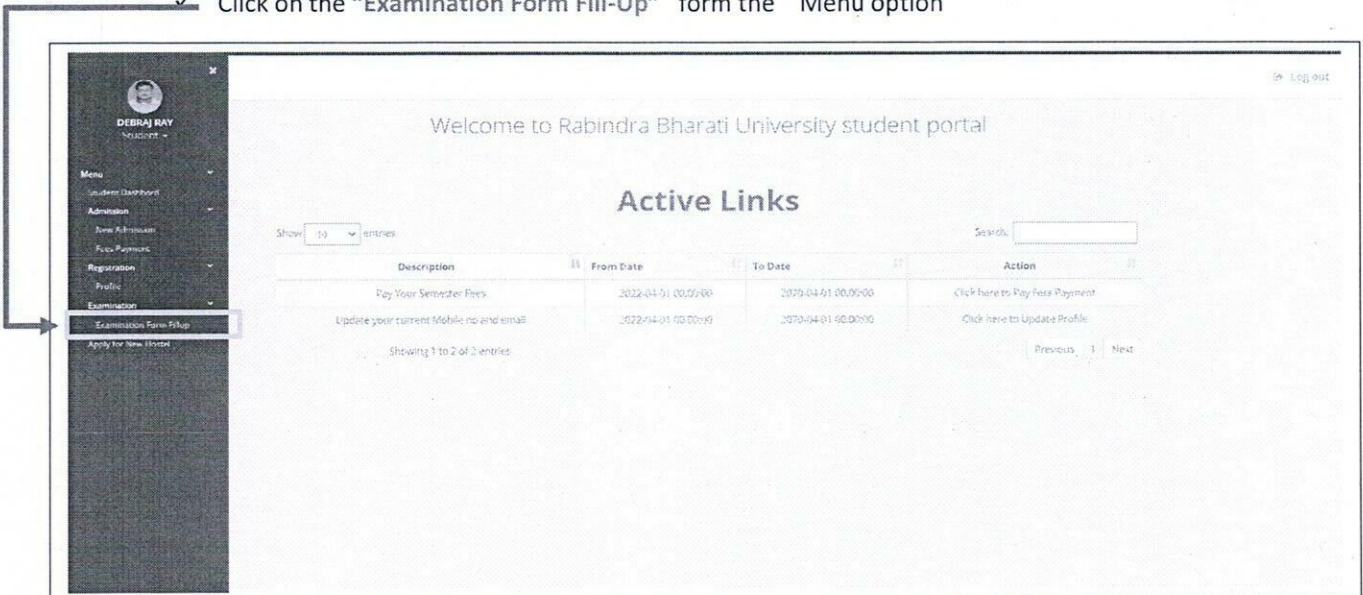18. Students' Union

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USER MANUAL OF EXAMINATION FORM FILL-UP

Go to http://online.rbu.net.in > Click on 'Existing Student Login' > Click on Login Button with your UserName & Password> To select 'Examination Form Fill-up ' option, click on Menu ☰ Button > Click on the "Click here to Submit your Examination Form" > Tick on the check boxes > Click on the "Save and Pay" button > Click on "Make Payment" Button > Verify Fees Details and Click on 'Pay & Submit' Button > Choose your preferable payment option > Click on 'PAY NOW' button >Following the payment procedure to get the Money Receipt.

- ✓ Go to http://online.rbu.net.in
- ✓ Click on Existing Student Login Button
- ✓ Enter your login credential and click on the Login button

- ✓ Click on the "Examination Form Fill-Up" form the Menu option

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✓ To Submit the Examination form click on the mentioned link

✓ Verify the details and tick on the below mentioned boxes and click on the Save and Pay button
✓ **Please NOTE**: For scribe students click on the following "**Click here to download Scribe Format**"

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✓ Click "Make Payment" Button

✓ Select Payment option from the **dropdown** and click on the "Pay & Submit" Button

✓ Click on the "PAY NOW"
✓ Select you preferable option to pay and Click on the "Make Payment" button

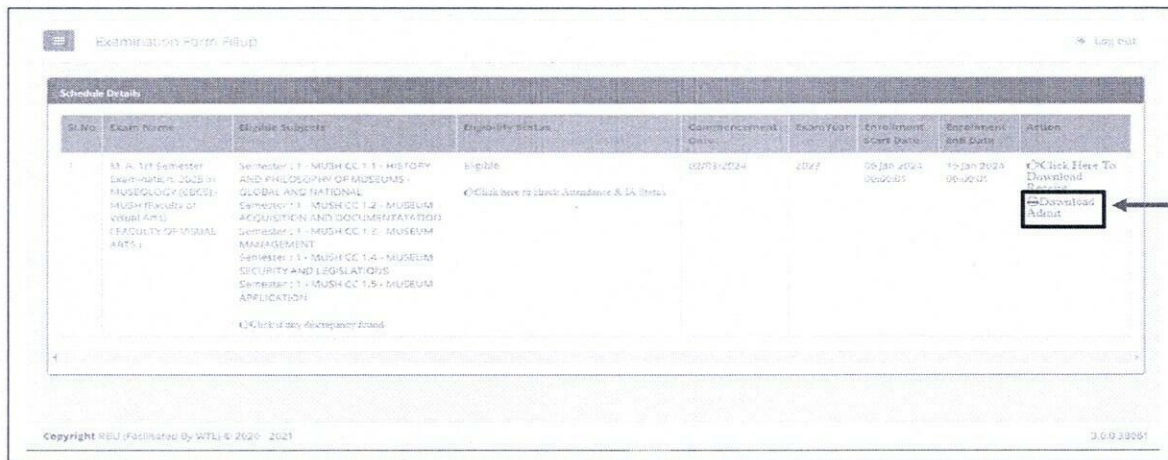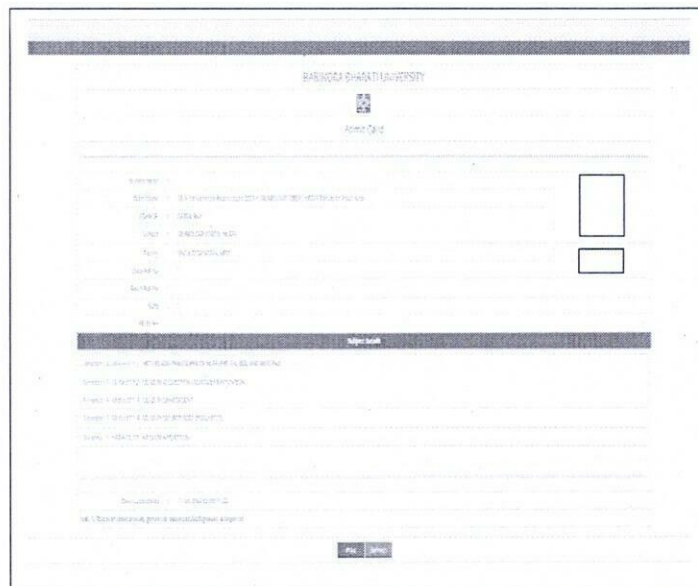# Rabindra Bharati University

✓ **Please Note:** You will get the following Payment completion status

✓ After the successful payment transaction you are able to download the Admit Card

Payment Success !!!
Amount : 750.00
Reference No : 522255920193016900
TransactionID : 4039937155308093145

✓ To download the Admit card click on the "**Download Admit**" link and scroll down from the "**Examination Form Fill-Up**" Tab

✓ Find the following sample Admit Card

Best Wishes