CITY COLLEGE

Affiliated to the University of Calcutta
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GST No. : 19CALC00619D1DE

ESTD. 1881

Notice
Date: 09.06.2022

All students of **B.A./B.SC./B.Com. (Hons./Gen.) Semester – II and IV (CBCS)** of City College are hereby intimated that as per University of Calcutta Notice No. **CE/R&F/09/22/81** dated **07.06.2022**, online submission of application form for **B.A./B.SC./B.Com. Semester – II and IV (CBCS) (Hons./Gen.) Examination, 2022** is open from **10.06.2022 to 20.06.2022 (For Semester IV) and 14.06.2022 to 23.06.2022 (For Semester II)** in the website **cuexam.net** and **cuexamwindow.in**. All the concerned students are instructed to complete the online application process and submit **duly signed hard copy of the application form** to the office of City College. All concerned students are also requested to submit Examinations fees as mentioned in the downloaded Application form at Cash Counter as per following schedule:-

Semester & Stream	Date of submission ofduly signed Application form and Examination Fees	Time
B.Com Sem – IV (Hons. & General)	**13.06.2022 & 14.06.2022**	**12 pm to 2.30 pm**
B. Sc. Sem – IV (Hons. & General)	**15.06.2022**	**12 pm to 2.30 pm**
B. A. Sem – IV (Hons. & General)	**16.06.2022**	**12 pm to 2.30 pm**
B.Com Sem – II (Hons. & General)	**20.06.2022 & 21.06.2022**	**12 pm to 2.30 pm**
B. Sc. Sem – II (Hons. & General)	**22.06.2022**	**12 pm to 2.30 pm**
B. A. Sem – II (Hons. & General)	**23.06.2022**	**12 pm to 2.30 pm**
* All students must check the Examination checklists that will be uploaded to our College website after they are provided by University of Calcutta * ****Students must bring College Feesbook on scheduled date****		

Note: 1. If there is any error in the Application form, the concerned candidate is requested to make necessary corrections in the form, sign beside each and every corrections made and submit two copies ofApplication form at the College office.
2. At the time of submission of uploaded Application form at the office, students will assure the office staff by showing their fees book that they have already cleared their fees. However, those who have not yet submitted their fees, are requested to submit their due fees at the cash counter before submission of application form at the office.

Enclosed:

1. **University of Calcutta Notice No. CE/R&F/09/22/81 dated 07.06.2022**
2. **Instructions for filling the online application form at cuexamwindow.in**

Principal
City College
Kolkata -09

UNIVERSITY OF CALCUTTA

No. CE/R&F/09/22/81

Activity Schedule

The system of online submission of forms for the **B.A./ B.Sc./ B.Com. Semester- II & IV (Hons./Gen./Major) Examination, 2022 (Under CBCS)** will be available on the web site **cuexam.net** and **cuexamwindow.in** as per the following schedule.

Activity	SEM -IV	SEM-II
a. Uploading of Checklist	09.06.2022	13.06.2022
b. Opening of online submission of forms for candidates.	10.06.2022	14.06.2022
c. Closing of online submission of forms for candidates.	20.06.2022	23.06.2022
d. Opening of online approval of forms by colleges.	14.06.2022	18.06.2022
e. Closing of online approval of forms by colleges.	23.06.2022	27.06.2022
f. Deposition of fees by the college through SBI Collect	27.06.2022	30.06.2022
g. Downloading of Admit Card(s) by colleges.	28.06.2022	02.07.2022

*In case of corrections related to candidate's enrolment, college should contact Statement Major Section, Darbhanga Building, 2nd floor, Dept. of Controller of Exams. along with relevant documents and a forwarding letter from the principal of the concerned college.

Kindly note that only candidates having admit cards shall appear for the aforesaid examinations.

(Dr. Jayeeta Dutta Gupta)
Controller of Examinations (Acting)
University of Calcutta

Instructions for filling online application form at cuexamwindow.in

Students are suggested to fill the application form through a Computer as the page may not load properly in a mobile phone

Step 1: Go to the website: https://www.cuexamwindow.in/

Step 2: Click "**CBCS"** tab.

Step 3: Click either "**BA/BSc**" or "**BCom**" tab according to your stream.

Step 4: Click "**Semester-II**" or **"Semester-IV"** whichever is applicable.

Step 5: Click "**Form Submission**" tab.

Step 6: You will be asked to enter your CU Registration Number or CU Roll Number. Enter correctly as given in the Examination Checklist.

Step 7: Enter any other detail as required.

Step 8: Check all your relevant details and make necessary corrections if required.

Step 9: **Submit** the form once all corrections are done.

Step 10: Take **two print outs** of the form and sign at appropriate place.

Step 11: Submit one copy of the duly signed form at City College Office. Keep one copy for your personal record.