

OFFICE OF THE PRINCIPAL, S.C.S. (AUTONOMOUS) COLLEGE, PURI

NO. 1157/ Exc. Dt. 02.12.2023

**FORM FILL-UP (REGULAR / LATE FINE DATE) NOTICE FOR 1<sup>st</sup> YEAR STUDENTS**  
**(ACADEMIC SESSION-2023-24)**

The newly admitted first year students (admitted in the third phase) of UG, PG, BBA, MBA, MFC, & B.Ed. and also the existing first year students of the same streams who have not deposited their form fill-up fees during regular days (Vide No.976 dt.16.10.2023) can deposit their form fill-up fees through **ON-LINE** (with fine of **Rs. 100** only for the defaulters) as per the following schedule.

**SCHEDULE OF FORM FILL UP**

Sl #	Class	Stream	Admission Batch	Semester	Date (From To)
1	1 <sup>st</sup> Year	UG, PG, BBA, MBA, MFC & B.Ed.	2023	I & II	03.12.2023 To 04.12.2023

**Exemption**

As per Govt. order No- 33498/HE, Dt. 06.08.2023 the students coming under Green Passage Scheme are exempted from payment of examination fees on production of Certificate from Competent Authority to the Controller of Examinations.


**Important Announcement**

Students admitted to 1<sup>st</sup> year classes of UG/PG/BBA/MBA/MFC/B.ED during the Session 2023-24 are required to deposit their form fillup fees compulsorily & also should appear the Semester-I & II Examinations , otherwise their names will be struck out from the register and will not be allowed to appear the subsequent examinations.

**Steps to pay form fillup fees online**


- Visit the college website <http://scscollege.nic.in/>
- Click in **PAYMENT GATEWAY**(you will be directed to payment gateway)
- Or click on the link:  
<https://www.onlinesbi.sbi/sbicollect/icollecthome.htm?corpID=5934820>
- Enter the Examination Roll No first
- Fill the particulars asked (Individual/Name/Mobile No/Email Id/DOB/Captcha Code etc.)
- Pay through any available mode.
- Take a print out of payment receipt or take a screenshot keep it for future reference.

By order of the Principal

  
Controller of Examinations  
S.C.S. (A) College, Puri


**Memo No. 1158-Exc./ Date. 02.12.2023**

Copy to All Notice Boards/ All HOD/All Hostels/Coordinator, BBA/MBA/Coordinator, B.Ed./ Coordinator, CSC /Accounts Section/D.A, Exam Section/ Collection Counter/Head Clerk/Guard File for information and necessary action.

  
Controller of Examinations  
S.C.S. (A) College, Puri

**Memo No. 1159-Exc./ Date. 02.12.2023**

Copy to the District Informatics officer, NIC, Puri with a request to upload this notice in our college Website:[www.scscollege.nic.in](http://www.scscollege.nic.in) for greater interest of the students.

  
Controller of Examinations  
S.C.S. (A) College, Puri