



HSNC University, Mumbai

D.M. Harish Building, 47, Dr. R. G. Thadani Marg, Worli, Mumbai - 400 018.

ADDITIONAL EXAMINATION GUIDELINES

(FOR UNDER-GRADUATE & POST-GRADUATE NEP BATCH STUDENTS)

To apply for Additional Examination of Semester I and II for the academic year 2023-2024 (NEP BATCH), the student, who either remained **absent or failed in the regular exam**, shall follow the below process and submit the request for Additional Examinations:

1. Student Login to LMS (<https://hsnclms.studentscenter.in>).
2. Click on CLICK HERE (Hyperlink) and the student will be redirected to the Examination portal.
3. Click on Additional Examination for.

Selection of Examination and Subjects for which student wish to opt for Additional Examination in the below sequence:

1. Selection of Examination
2. Selection of Subjects

Once you select the exam and subjects, the system will auto calculate the payable amount. Click on PROCEED TO MAKE PAYMENT and you will be directed to the PAYMENT PAGE.

Post successful of payment, you will be able to download the PAYMENT RECEIPT.

All the best!!

NOTE:

1. First you will have to select the subjects for semester I and make the payment (only if you want to give the additional for semester I). Follow the same process for semester II
2. Additional exam fees is **₹ 500 per course**.
3. Form filling schedule from **June 11, 2024 to June 18, 2024**.
4. A late fee of INR 1000 per course will be charge from June 19, 2024 to June 20, 2024.
5. A super late fee of INR 2000 per course will be charge from June 21, 2024 to June 22, 2024.

Dr. Jayesh Joglekar
Director

Board of Examinations & Evaluation

Date: June 10, 2024

cc:

1. Office of the Vice-Chancellor, HSNC University, Mumbai
2. Office of the Registrar (Ag.), HSNC University, Mumbai