



**MAULANA AZAD NATIONAL INSTITUTE OF TECHNOLOGY
BHOPAL, BHOPAL (M.P)-462003**

No./Admn/2025/67/1

Dated: 16/01/2025

NOTICE FOR IMPROVEMENT & EVALUATION FOR EVEN SEMESTER
(Previously known as continuous evaluation)

All UG/PG students who want improvement & evaluation of marks in the subject offered in all Even semesters. Application in case of improvement & evaluation examination form as per notice dated 07/10/2022 along with format I & II (enclosed for ready reference) are to be submitted to the office of the academic section (Offline) as per following schedule. The supplementary forms are to be filled out from the 23rd to the 28th of March 2025 and submitted online as per the schedule notified in the academic calendar.

Semester	Without late fee	With late fee (Rs. 500/- per subject)
All Even Semesters	16 th Jan to 27 th Jan 2025	03 rd Feb, 2025

All such students are advised to deposit the requisite fee as applicable and fill out the attached format I & II as applicable and submit it to the Academic Section within stipulated time period.


AR (Academic)

Copy to:

- All Notice Boards (Institute & Hostels).
- All Deans/HOD's/COE/COW
- AR (Accounts) –for necessary uploading of fee structure in SBI Collect.
- Web In-charge uploading in the Institute Web Site.



MAULANA AZAD NATIONAL INSTITUTE OF TECHNOLOGY, BHOPAL

Procedure for application in case of improvement & Evaluation examinations

Sl. No	Description of case type	Provision for students	Modality to apply	Fees	Academic section
1	Candidate Passed in all subject but SGPA<5	He / She can give improvement examination maximum 2 subject for End Term marks and will be termed as IMPROVEMENT	Offline application to be submitted in the prescribed format I: Improvement form (Within 20 days of declaration of results)	Rs. 1200/-per semester	After approval of Improvement form. Mr. Vijay Tiwari will upload on the software
2	Candidate Passed in all subject but SGPA<5	The candidate has to repeat the course and attend the class regularly. He / She can give improvement examination in maximum 2 subjects for Midterm & End Term marks and will be termed as IMPROVEMENT (ONE SEMESTER AT A TIME)	Offline application to be submitted in the prescribed format I: Improvement form (Within 20 days of declaration of results)	Rs. 2200/- for one subject, Rs. 3200/- for two subject.	- Do -
3	Candidate failed in subjects due to less marks in End term examination	He / She can give supplementary examination for End term marks only and will be termed as supplementary	Online application to be filled (As per the schedule notified in academic calendar)	Rs. 1200/-per semester	Supplementary form to be filled online by students
4	Candidate failed in subjects due to less marks in End terms & Mid term examination.	The candidate has to repeat the course and attend the class regularly. He/She can give both the supplementary examination for End term & Mid Term evaluation for Mid Term marks.	Offline application to be submitted in the prescribed format II: Evaluation form (Within 20 days of declaration of results)	Rs. 2200/- for one subject, Rs. 3200/- for two subjects, Rs 4200/- for three subjects Rs 5200/- for four subjects and so on.	After approval of Evaluation form. Mr. Vijay Tiwari will upload on the software. Student shall fill the supplementary form online separately also.



Maulana Azad
National Institute of Technology
Bhopal (M.P.) India

No. MANIT/AS/2022/259.....

Date : 07-10-2022

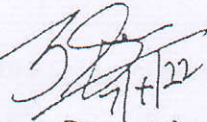
NOTICE

There have been various orders and circulars issued regarding Improvement & continuous evaluation, a consolidated procedure for evaluation is enclosed along with the requisite forms. This shall be implemented with immediate effect.

The requisite forms for Improvement & Evaluation (copies enclosed for ready reference) are to be submitted to the office of the Academic Section (offline) within 20 days of declaration of result. The supplementary forms are to be submitted online as per the schedule notified in academic calendar.

Authority: Director's Approval

Dated : 23/09/2022


सहायक कुल सचिव (शैक्षणिक)
Asstt. Registrar (Academic)
मौलाना आजाद राष्ट्रीय प्रौद्योगिकी संस्थान
Maulana Azad National Institute of Technology
भोपाल / BHOPAL-462003
भारत / INDIA

Copy to;

- i) All Deans/Associate Deans
- ii) All HoD – with a request to circulate among the faculties
- iii) PIC Examination
- iv) PIC Website – with a request to upload on the Institute website.
- v) P.A to Registrar– for the information of Registrar
- vi) P.A to Director– for the information of Director.
- vii) Personal files.



MAULANA AZAD NATIONAL INSTITUTE OF TECHNOLOGY,
BHOPAL-462003

FORMAT: I IMPROVEMENT FORM

(To be submitted within 20 days of declaration of results)

Date: _____

Semester in which Improvement is required : _____ (Sem) _____ (Branch)

1. (i) Candidate's Full Name : _____
(in Block Letters)
(ii) Scholar No. : _____ Roll No (in case of 1st year) _____
(iii) SGPA/CGPA (of semester in which improvement is required) : _____
(iv) Mobile No. : _____

2. Payment Detail Amount Rs. 1500/- Rs. 2500/- or Rs. 3500/- SBI Collect transaction No _____ Dt. _____
for serial no. 1 & 2 <https://www.onlinesbi.sbi/sbicollect/icollecthome.htm>

3. Record of Backlog subjects :

S.No	Subject	Sub. Code	Semester	Mid Term	End Term	Month & Year last appeared
1.						
2.						

(Maximum two subject are allowed for continuous evaluation)

4. Improvement Required: (Please tick Mid Term or End term)

S.No	Subject	Sub. Code	Semester	Mid Term	End Term	Month & Year last appeared
1						
2						

I understand that if I select Mid term I will have to repeat the subject and give both Mid Tern & End Terms examination)

Signature of the student

Note :- Enclose the following documents

- i) Copy of Mark sheets of all previous semester exams.
ii) Copy Current Semester fee registration

Concerned subject Facultyies

- i. Name Signature.....
ii. Name Signature.....

HoD Concerned

Asst. Registrar (Academic)

Associate Dean (UG) or (PG&Ph.D)

Verification by COE

Approved by Dean (Academic)

Copy of approval to be forwarded to:

1. Concern Subject Faculty
2. Head of Department (HOD)
3. Assistant Registrar (Academic & Examination) for inclusion in roll list
4. Student copy



**MAULANA AZAD NATIONAL INSTITUTE OF TECHNOLOGY,
BHOPAL-462003**

FORMAT II : EVALUATION FORM

(To be submitted within 20 days of declaration of results)

Date: _____

Semester in which End Term & Mid terms evaluation is required _____ (Sem)
_____ (Branch)

1. (i) Candidate's Full Name : _____
(in Block Letters)
(ii) Scholar No. : _____ Roll No (in case of 1st year) _____
(iii) SGPA/CGPA (of semester in which improvement is required) : _____
(iv) Mobile No. : _____

2. Payment Detail Amount Rs..... SBI Collect transaction No _____ Dt. _____
(Fees: Rs. 2500/- for one subject, Rs. 3500/- for two subject, Rs. 4500/- for three subject, 5500/- for four subjects and so on) for serial no. 4 <https://www.onlinesbi.sbi/sbicollect/icollecthome.htm>
3. Record of Backlog subjects :

S.No	Subject	Sub. Code	Semester	Mid Term	End Term	Month & Year last appeared

4. Improvement Required: (Please tick Mid Term or End Term)

S.No	Subject	Sub. Code	Semester	Mid Term	End Term	Month & Year last appeared

I understand that if I select Mid Term I will have to repeat the subject and give both Mid Term & End Term examination)

Signature of the student

Note :- Enclose the following documents

- (I) Copy of Mark sheets of all previous semester exams. (II) Copy Current Semester Fee registration

Concerned Subject Faculties					
S.No	Name	Signature	S.No	Name	Signature
i			iv		
ii			v		
iii			vi		

HoD Concerned

Asst. Registrar (Academic)

Associate Dean (UG)

Verification by COE

Approved by Dean (Academic)

Copy of approval to be forwarded to:

- i) Concern subject Faculty
ii) Head of Department (HOD)
iii) Assistant Registrar (Academic & Examination) for inclusion in roll list
iv) Student copy