



No. 117/CBIT/AEC/IC/Exams/2026

Date: 06/04/2026

Notification for the Academic Year: 2025-2026

The Students of all branches of **M.E/M.Tech IV-Semester 2025-26** are required to submit the final dissertation on or before **01.05.2026** for external Evaluation.

Examination Fee Payment:

1. Procedure for online payment:

- Log on to <https://erp.cbit.org.in/> portal and click on respective (Regular / Supply) fee payment link and follow the instructions step by step for the payment.
- After successful payment, click on "**Regular / Supple Fee Receipt**" for generating online examination fee receipt along with student photographs. Failing to download the generation of online examination fee receipt along with student photographs will be **treated as non-submission of examination Application**.
- For any issues regarding Examination Fee Payment, contact: **8466997216**.

2. Procedure for offline payment (through CBIT Challan):

- Application forms are available at AEC counter(s) for Offline Payment. Students shall take Challan at Admn. Office/ Accounts Section, pay the fee at ICICI Bank and submit the filled in application form along with the Challan at AEC Counter immediately after payment without fail.

The fee particulars and **schedule for payment of the fee and submission of Examination Application form** are as follows:

1.	Examinations Fee	Rs. 3,000/-
2.	Last date for the payment of examination Fee and Submission of Exam Application form	15.04.2026
3.	Last date for the payment of examination Fee and Submission of Exam Application form (with fine 1000/-)	22.04.2026

Note:

1. It is directed to submit the following documents to the concerned Head of the Departments
 - a) Submit two (Hard Black Bound) copies of dissertations.
 - b) No Dues Certificate in original.
 - c) One set of xerox copies of Grades sheets (I to III-sem)
2. Students are instructed to collect their Hall Tickets Two days before the Viva-Voce.
3. All the IV Semester students must fill the following google form and upload only passport size Photograph Chaitanya Smrithi-2026. The Google form link: <https://forms.gle/A2PqgSySYzwgid5B7>

Prepared by

Verified by

PRINCIPAL

CC to

1. The Head, CIVIL, CSE, ECE, EEE, MECH, IT and AI&DS with a request to circulate among the respective students and display the same.
2. Vice Principals, Directors, Librarian for information.
3. CoE, for information and necessary arrangements.
4. Admin Office with a request to make necessary arrangements.
5. WBC, for uploading the notification on the Institute's Website.