



Office of the Controller of Examinations

HERITAGE INSTITUTE OF TECHNOLOGY, KOLKATA

Notice for Odd Semester Examinations, Form fill up: 2025

Notice No. HRIT/0914/4282

Date: 17.10.2025

This is to inform all **B.Tech. (5th & 7th Semesters)**, **MCA** and **M.Tech. (3rd Semesters)** students that the **Odd Semester Theory Examinations, 2025** are tentatively scheduled to commence from **24th November, 2025 (Monday)**.

Students are advised fillup the Examination form online using student login in the ERP from today i.e. **17.10.2025 , 3 P.M.** They are also advised to carefully select and enter their elective paper codes while filling the form.

After saving the form, students are required to pay the prescribed fees of **Rs.1200/- for regular papers and Rs.1000/- for backlog papers (non-refundable)** strictly through online facility (net banking / debit card / credit card) only.

Last date for online filling of forms and submission of fees is: **29.10.2025.**

Students are also directed to note the following points:

- That the acceptance of form is only provisional and that if any student fails to secure minimum attendance, he/she is liable to be disallowed to appear for **Odd Semester Examinations, 2025** and in such case, his/her Examination Fees would be refunded.
- Admit Card will be generated one week before the commencement of Examinations.
- Students are instructed not to change / discontinue their mobile numbers mentioned in the application form.
- Students are instructed to use Mozilla Firefox browser for filling up online Examination form.

For Grade Improvement Examinations:

- Students seeking to appear for **Grade Improvement** must obtain **prior approval** from the Office of the Controller of Examinations (COE).
- A written application for Grade Improvement must be submitted to the COE Office on or before **27th October, 2025.**

Prof. N. P. Nayak
(Controller of Examinations)