



NOTICE

FORM FILL UP FOR EVEN SEMESTER REGULAR/ BACK EXAMINATIONS- 2026

It is for the information of the School of Professional Studies that the University Form fill up for 2<sup>nd</sup> semester regular/ back examinations- 2026 for BCA & BSc. ITM will be held in online through ERP as per the programme given below.

Sl. No.	Programme	Semester	Fees	Form fill up Date (Without fine)	Form fill up Date (With fine Rs. 1000/-)	Form fill up Fee (Back)
1	BCA	2 <sup>nd</sup>	Rs. 2500/-	From 30/03/2026 to 08/04/2026	From 09/04/2026 to 10/04/2026	(i)Center Charge- Rs. 1000/- (ii) Rs 500/- per paper
1	BSc. ITM	2 <sup>nd</sup>	Rs. 2500/-	From 30/03/2026 to 08/04/2026	From 09/04/2026 to 10/04/2026	(i)Center Charge- Rs. 1000/- (ii) Rs 500/- per paper

**STEP BY STEP PROCEDURE FOR ONLINE FORM FILL UP OF TERM END EXAMINATION**

The following steps must be followed by the students for the online form fill up of their Term End Examination.

- Step1:** Open the DRIEMS Website ([www.driems.ac.in](http://www.driems.ac.in)) and click on the "ERP" link
- Step2:** Select your School
- Step3:** Enter the Login Credentials and click on the "Login" button
- Step4:** Click on the Menu-icon (≡)
- Step5:** From the Menu, select the "Exam Forms" menu
- Step6:** Select the "Assessment" Tab
- Step7:** Click on the "Apply" of the Examination Form
- Step8:** Confirm your subjects and proceed by clicking "Submit" button
- Step9:** For Examination Form Fill Up Fee Payment, click on the "Pay".
- Step10:** Select the Payment Gateway
- Step11:** Fill-up the Billing Information and Pay the Examination Form Fill Up Fee
- Step12:** Now download the submitted Form from the "View Form" link
- Step13:** Print the downloaded Form and submit the form in the Department

By order of Vice-Chancellor

Controller of Examinations

Copy to: Chairman's office for kind information to Hon'ble Chairman  
Office of the Vice-Chancellor  
Director (Admin) / Director (Co-ordination) / Director (SR)  
Office of the Registrar  
Dean, School of Professional Studies / ERP Head/ Accounts/ CDC/ Estt.

**DRIEMS UNIVERSITY**

Tangi, Cuttack, Odisha - 754022 | Phone : (0671) 2595061 to 65

Website: [www.driems.ac.in](http://www.driems.ac.in)

[www.driems.ac.in](http://www.driems.ac.in)

