Institute of Engineering & Management, Kolkata

Ref. No. COE/IEM/Review/Odd Sem/2023/Notice **Date: 01/03/2024**

Review Notice for 1st Year, 2nd Year, 3rd Year, 4th Year Courses of

Odd Semester Examination 2023

It is hereby informed to all students and college authorities that the forms of Review for the Odd Semester 2023 of **All Streams and All Years students** of Institute of Engineering & Management, Salt Lake campus and Institute of Engineering & Management (Under MAKAUT Autonomy), will have to be submitted online and offline to the Heads of their respective departments according to the following instructions provided below.

The Review is valid only for all regular subjects for examinations held in the current semester.

The organisation will adhere to the following schedule:

Details	Last Date
Review application forms will be available at respective department and along with the notice circulated.	**01.03.2024**
For Students: **1.** hardcopy submission of Review application form with self-attested internet copy of result and (e)internet-receipt for net banking transactions / copy of bank challan counterpart /Copy of demand draft to the **Heads of their respective departments.** **AND** **2.** Hardcopy Review Form & Payment Receipt has to be scanned and uploaded to the Google Form in the following link, after Payment has been made. https://forms.gle/sU1jmTPCVqmDumdk7 **BOTH** Hardcopy submission and Google Form submission have to be done by the student, applying for Review. *The request shall not be accepted in case either of the steps has not been completed.*	**07.03.2024** **11:00 A.M.**
For HoDs: Duly filled up forms must be verified by the Heads of respective departments and the verified list of students applying for review, has to be mailed to the iem.coe@iem.edu.in , as an excel sheet and hard copy needs to be submitted by the department to COE Section, IEM.	**07.03.2024** **04:00 P.M.**

The total requisite fee amount of **Rs. 200 is** to be paid **per paper code**. Students may collect Fee Deposit Challan from the Counter of IEM Accounts Department for depositing directly to the bank by single Demand Draft for all applied paper codes, in favour of Institute of Engineering & Management Trust, payable at Kolkata.

The students can transfer the money through net banking.
Details are given below:
Bank Name: IDBI Bank Ltd.
Beneficiary name: Institute of Engineering & Management Trust.
Account no. - 184104000054214
IFS code: IBKL0000184
Branch: Saltlake, Sector V, Kolkata -91

Debika Bhattacharyya.

Prof. Dr. Debika Bhattacharyya
Controller of Examinations
IEM-UEM Group

NB: A Special Examination will be held in the month of June/July, for those students who have got backlogs in theory subjects.

Institute of Engineering & Management, Kolkata

REVIEW DEPOSIT CHALLAN

Hardcopy To be submitted to Head of the Department, along with Payment Receipt)
(Scanned copies of the duly-filled form & payment receipt to be uploaded to google form link in the notice.)

Name		**Stream**	
Enrollment No		**Section**	
Registration No		**Year**	
Course		**Semester**	

Serial No	Paper Name	Paper Code	Amount (Rs.200 per paper code)
		Total	

Rupees (in words)…….....

only by UTR No /DD No……

Dated..…/…../……of…….…….Bank .....……Branch.

…… ……..……

Signature of Depositor **Signature of Concerned Authority with Seal**