S.S. Jain Subodh P.G. College, Jaipur (AUTONOMOUS)

Notice Regarding Filling of Examination Forms for Examination–2026-2027

Students of various faculties of Subodh College studying/Backlogs/Due papers in the academic session 2026-27 in U.G. First, Third, and Fifth Semesters and in P.G. First and Third Semesters are hereby informed that the process for filling their Regular/back examination forms has begun online through the college website www.subodhpgcollege.com. The following general instructions are issued for filling the examination forms:

S.No.	Programme	Date	Date (Including Rs. 500/- as late fees)	Date (Including Rs. 1000/- as late fees)	Date (Including late fees equal to examination fees)
1.	B.A./B.Com./B.Sc./BBA/BCA/ B.A. English/B.A. Economics/B.A. Geography/B.A. History/B.A. Political Science/B.A. Psychology/B.Com. ABST/B.Com. BADM/ B.Com. EAFM/B.Sc. Botany/ B.Sc. Chemistry/B.Sc. Mathematics/B.Sc. Physics/ B.Sc. Zoology/B.Sc. Geography – **Regular/Backlogs/Ex-students (Odd and Even Semester)** **Due papers of First, Third and Fifth (Odd Semester)**	17.10.2026 to 31.10.2026	01.11.2026 to 07.11.2026	08.11.2026 to 14.11.2026	15.11.2026 and onwards
2	All P.G. programmes – **M.A.** English, Economics, Hindi, History, Journalism and Mass Communication, Geography, Mathematics, Political Science, Public Administration, Psychology, Sociology, Yoga **M.Sc.** IT (AI & Data Science), Botany, Biotechnology, Chemistry, Environmental Science, Forensic Science, Geography, Information Technology, Mathematics, Microbiology, Physics, Psychology, Statistics, Zoology **M.Com.** ABST, BADM, EAFM MSW **–Regular/Backlogs/Ex-students (Odd and Even Semester)** **Due papers of First, Third and Fifth (Odd Semester)**				
3.	All Diploma Programmes – PGDCA, PG Diploma in Yoga Therapy, PG Diploma in Disaster Management				

Exam Fee Schedule

S.No.	Class	Fee Prescribed
1.	**Regular students**	**3000/-**
2.	**Backlogs/Due /Year Back students**	**600/- per paper with a maximum of 3000/- for more than four papers due in a semester**

17/10/2026

(Prof. (Dr.) Renu Joshi)
Principal

Important General Instructions for Filling Examination Form – 2026-2027

1. General Instructions for filling out the examination application form: For all information related to the examination, continuously visit www.subodhpgcollege.com.
   - Portal for UG Sem III and V exam form: **https://subodhpgcollege.in/**
   - Portal for UG Sem I and PG Sem I and III exam form: **https://admissionsubodh.com/spgc/examfee**
2. The candidates filling the examination form that opens with their roll number, their photo and signature on the application form, candidate's name, father's name, and mother's name have been filled in according to the mark sheets of the previously passed examinations from the board or university. Please check this carefully.
3. Ex-students (those with a year back) are required to fill out the examination form only for the subjects/papers in which they have failed or have been marked as 'R' (Reappear) on their mark sheet
4. The payment of the examination fee will be done through the online payment gateway specified in the online application process. **The examination fee will not be accepted through any other medium.** After the examination fee has been paid, if the payment is not successful after the payment verification on the portal within a period of 24 hours, then the process of payment should be started again. The applicant will be responsible for any additional payment made before the specified time and the examination fee deposited in the college will not be refunded.
5. If after Payment Success, payment is intentionally made for more than one examination application, then all responsibility will be of the applicant, and the additional examination fee deposited in the college will not be refunded. **In case the payment receipt is not downloaded, do not deposit the fees again and contact the college.**
6. **Important information regarding amendments in student records**

   Please note that the details in the examination form are considered permanent and cannot be changed online. To make any kind of amendment in the above details, the following process must be adopted:

   - Clearly mark the required amendment in the downloaded examination form while filling the examination form.
   - Attach the following documents:
     - Copy of Examinations form (with Correction)
     - Copy of Aadhaar card
     - Copy of 10th board marksheet
   - Submit the examination form along with the above documents in person at window number 17 in the college premises.
7. The candidate should clearly note that the college allots an enrollment number (Roll No.) to a student only once, and in the future, the enrollment number allotted for examinations conducted by the college will remain the same as already allotted.
8. The hard copy of the examination form and examination fee receipt need not be submitted to the college campus, rather kept safe with you.

Note: Do not wait until the last date to fill the examination form.

17/10/2025

(Prof. (Dr.) Renu Joshi)
Principal

Copy is forwarded to the following for information and further action:-

1. Vice Principal
2. Dean Administration
3. Dean Academics
4. Controller of Examination
5. Deputy Registrar
6. Assistant Registrar
7. In-charges-Arts, Commerce, Science and Computer Science
8. Software Developer –UG and PG
9. Network/website Administrator (for uploading the notice on college website)
10. Accounts Department (for reconciliation of examination fees)
11. Notice Boards

17/10/2018

(Prof. (Dr.) Renu Joshi)
Principal

S.S. Jain Subodh P.G. College, Jaipur (AUTONOMOUS)

सुबोध महाविद्यालय के परीक्षा– 2026–2027 के परीक्षा आवेदन पत्र भरने संबंधी विज्ञप्ति

सुबोध महाविद्यालय के विभिन्न संकायों में अध्ययनरत शैक्षणिक सत्र 2026–27 के U.G. प्रथम्, तृतीय व पंचम् सेमेस्टर के नियमित/ बैकलॉग/पूर्व परीक्षार्थी एवँ P.G. प्रथम् व तृतीय सेमेस्टर के नियमित/बैकलॉग/पूर्व परीक्षार्थी के बैक परीक्षा फॉर्म वेबसाइट www.subodhpgcollege.com पर ऑनलाइन माध्यम से भरे जाने हेतु कार्यक्रम निम्नानुसार घोषित किया जाता है।

S.No.	Programme	Date	Date (Including Rs. 500/- as late fees)	Date (Including Rs. 1000/- as late fees)	Date (Including late fees equal to examination fees)
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17/10/2026

(प्रो.(डॉ.) रेणु जोशी)
प्राचार्या

सुबोध महाविद्यालय के परीक्षा– 2026–2027 के परीक्षा आवेदन पत्र भरने संबंधी सामान्य निर्देश:–

1. परीक्षा संबंधी समस्त सूचनाओं हेतु www.subodhpgcollege.com का निरन्तर अवलोकन करें।
   Portal for UG Sem III and V exam form: **https://subodhpgcollege.in/**
   Portal for UG Sem I and PG Sem I and III exam form: **https://admissionsubodh.com/spgc/examfee**
2. परीक्षा फॉर्म भरने वाले परीक्षार्थी अपना रोल नंबर से जो आवेदन पत्र खुलता है उसमें परीक्षार्थी अपनी फोटो तथा हस्ताक्षर, अपना नाम, पिता व माता का नाम, बोर्ड अथवा विश्वविद्यालय की पूर्व में उत्तीर्ण परीक्षाओं की अंकतालिकाओं के अनुसार ही भरे हुऐ है, इसे भली–भाँति जाँच ले।
3. पूर्व छात्रों (जिनका एक साल बैक है) को सिर्फ उन्ही पेपर के लिए परीक्षा फार्म भरना होगा जिनमें वे फेल हो गए हैं या जिनकी मार्कशीट पर उन्हें 'R' (Reappear) मार्क मिला है।
4. परीक्षा शुल्क की अदायगी online आवेदन प्रक्रिया में निर्देशित online payment gateway के माध्यम से होगी। **परीक्षा शुल्क अन्य किसी माध्यम से जमा नहीं होगी।** परीक्षा शुल्क का भुगतान किए जाने के पश्चात् 24 घंटे की समयावधि में पोर्टल पर पेमेंट वेरिफाई की जाँच करने पर यदि payment not success होता हैं (भुगतान नहीं होता है) तब पुनः (दोबारा) भुगतान की प्रक्रिया प्रारंभ करें। निर्धारित समयावधि से पूर्व अतिरिक्त भुगतान की जिम्मेदारी आवेदक की होगी तथा महाविद्यालय में जमा परीक्षा शुल्क वापस (Refund) नहीं होगा।
5. यदि Payment Success के उपरान्त भी यदि आवेदन जानबूझकर एक से अधिक परीक्षा आवेदन के लिए भुगतान किया जाता है तो समस्त जिम्मेदारी आवेदक की होगी, तथा महाविद्यालय में जमा अतिरिक्त परीक्षा शुल्क वापस (Refund) नहीं होगा। **पेमेंट रसीद डाउनलोड ना होने की स्थिति में पुनः फीस जमा ना करें तथा कॉलेज में सम्पर्क करें।**
6. **छात्र अभिलेखों में संशोधन के संबंध में महत्वपूर्ण सूचना**
   कृपया ध्यान दें कि सभी विवरण स्थायी माने जाते हैं और इन्हें ऑनलाइन परिवर्तित नहीं किया जा सकता है।
   उपरोक्त विवरणों में किसी भी प्रकार के संशोधन के लिए निम्नलिखित प्रक्रिया अपनाई जानी आवश्यक है:
   - परीक्षा फॉर्म डाउनलोड करके आवश्यक संशोधन स्पष्ट रूप से अंकित करें।
   - निम्नलिखित दस्तावेज संलग्न करें:
     - परीक्षा फॉर्म डाउनलोड की प्रति (संशोधन सहित)
     - आधार कार्ड की प्रति
     - 10वीं बोर्ड मार्कशीट की प्रति
   - उपरोक्त दस्तावेजों सहित परीक्षा फॉर्म कॉलेज परिसर के विंडो नंबर 17 पर व्यक्तिगत रूप से जमा करें।
7. परीक्षार्थी स्पष्टतया नोट करे कि महाविद्यालय द्वारा छात्र/छात्रों को एक बार ही नामांकन संख्या (Roll No.) आवंटित की जाती है, भविष्य में महाविद्यालय द्वारा आयोजित की जाने वाली परीक्षाओं के संदर्भ में आवंटित की गयी नामांकन संख्या पूर्ववत (Same as already allotted) रहेगी।
8. परीक्षा फार्म और परीक्षा शुल्क रसीद की हार्डकॉपी कॉलेज परिसर में जमा करने की आवश्यकता नहीं है, बल्कि कॉपी को अपने पास सुरक्षित रखें।

नोट: सर्वर डाउन की समस्या से बचने के लिए आवेदन की अंतिम तिथि का इंतज़ार नहीं करे।

17/10/2026

(प्रो.(डॉ.) रेणु **जोशी)**
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17/10/2024

(प्रो.(डॉ.) रेणु जोशी)
प्राचार्या