

**REMINDER NOTICE**

Date: 15/12/2025

C.U. Examination-2025 FORM FILL-UP**SEMESTER-V (REGULAR STUDENTS)****[3-year & 4-year B.A./B.Sc./B.Com. under CCF, 2022]**

In continuation of Notice dated 15-12-2025 for CU Form Fill-up, it is hereby notified for all concerned that **some students have not yet completed CU Form Submission process. (LAST DATE: 22-12-2025).**

- EITHER they have **not yet completed the CU Fee Payment Online** (STEP-I)
- OR they have **not yet completed the CU Form Submission Online** (STEP-II)
- OR they have **not yet completed BOTH the STEPS** i.e., CU Fee Payment and CU Form Submission Online.

Concerned students should follow the **Steps & Warnings** mentioned below:

➤ Step I >>>>>>

Pay the **CU Fees** etc. Online through Payment Portal from **16/12/2025 to 22/12/2025**.

- Click on https://sdbic.ac.in/fees_payment_portal

- Roll No: Type your **College Roll No.**

- Click on: **Login**

- Click on: **FEES**

- Click on: **Pay**

- Click on: **Pay Now (Regular Student).**

- Take a print-out of the Payment Receipt and **PRESERVE the print-out carefully.**

➤ Step II >>>>>>

Fill-up **CU Form** Online through CU Portal from **16/12/2025 to 22/12/2025**

- Visit <https://cuexam.net/> or <https://www.cuexamwindow.in/> (CU Portal will open on 16/12/2025)

- Step-II Click on CCF & click on FORMS SUBMISSION.

- Step-III Enter your CU Registration No. & Fill-up all the required fields & Click SUBMIT.

- Step-IV Take a print-out of the CU FORM, Sign it and **PRESERVE the print-out carefully.**

WARNING Message:

Step I (CU Fees Payment)	Step II (CU Form Submission ONLINE)	Remarks
PAID PAID	SUBMITTED	ADMIT will be generated
D	NOT SUBMITTED	ADMIT will NOT be generated
NOT PAID	SUBMITTED	ADMIT will NOT be generated

- ❖ If you do not complete **BOTH** the steps, no appeal will be entertained by the college.

Further Explanation

- Submission of CU Forms **without** paying CU Fees will be **rejected** by CU & **ADMIT Cards will not be generated.**
- Paying of CU Fees **without** submitting CU Forms will be **rejected** by CU & **ADMIT Cards will not be generated.**
- If the concerned students fail to complete CU Form submission process along with CU Fee **within 22-12-2025** then they **will NOT be eligible** to appear for the Semester-V (under CCF, 2022) CU Examination 2025 and **Admit Card(s) will NOT be generated** for them.

WARNING Snapshot

You must **ensure** that

1. CU Form has been submitted online

2. CU Fees has been paid online

3. **take Print-outs & preserve.**

In case of any kind of difficulties visit the **Cashier-in-Charge** of the college (**Mr. Tanmoy Bhakta**) on the following days:

16/12/2025, 18/12/2025, 19/12/2025, 22/12/2025

1:00 pm to 2:00 pm.

Name is not found in Payment Portal:

If you do not find your name in Payment Portal then for paying your outstanding admission fees visit the **Cashier-in-Charge** of the college (**Mr. Tanmoy Bhakta**) on the following days:

16/12/2025, 18/12/2025, 19/12/2025, 22/12/2025

12:00 noon to 2:00 pm.