



दीन दयाल उपाध्याय कॉलेज

DEEN DAYAL UPADHYAYA COLLEGE

(दिल्ली विश्वविद्यालय) (UNIVERSITY OF DELHI)

दिल्ली रा. रा. क्षेत्र सरकार द्वारा 100% वित्त पोषित, 100% funded by Govt. of NCT of Delhi
सेक्टर -3, द्वारका, नई दिल्ली Sector-3, Dwarka, New Delhi – 110078
दूरभाष/Tel. 011-20892067, 20892296, Website: <https://dducollegedu.ac.in>

Dated: 03.02.2025

NOTICE

1. In terms of University Notification Exam.VII/2025/02 dated 29.01.2025, all the concerned students of **Certificate Course in Chinese, French, German, Japanese, Korean, Russian and Spanish Language** are hereby informed that the last date for the submission of the online examination forms for the examination to be held in March/April, 2025 is extended up to **17.02.2025 (Monday) at 5:30 p.m.**

Students may fill their examination form by using the following online student portal link:
https://durslt.du.ac.in/DU_ExamForm_MJ2025/StudentPortal/IndexPage.aspx
They are advised to follow the instruction given on the portal itself. After filling the examination form, student may keep the printout of the filled form for further communication.

2. The students of **Certificate in Chinese. French, German, Japanese, Korean and Spanish Language** are also required to deposit the Examination Fee along with the Enrolment/Re-Enrolment Fee online. For this purpose, they are required to deposit the payment through NEFT/RTGS/IMPS to the details of account given below:

Account Name: Add-on Course, Deen Dayal Upadhyaya College
A/c No. 52012011002259
IFSC Code: PUNB0520110

3. The details of the examination fee and the enrolment/re-enrolment fee are as follows:

S.No.	Student	Examination Fee	Enrolment Fee	Re-enrolment Fee	Total (Rs.)
1	Enrolled in DU	510/-	–	50/-	560/-
2	Not Enrolled in DU	510/-	100/-	–	610/-

Students are required to submit printout of the examination form and details of fee deposited with the Dealing Assistant of Foreign Language Certificate Course in Girls Hostel Office immediately after filling up the online examination form on or before **17.02.2025 (Monday)** for verification.


OFFICIATING PRINCIPAL

P.S.: 1. Enrollment Fee @ Rs. 100/- is to be paid by the students who have never been a student of University of Delhi.

2. Re-Enrollment Fee @ Rs. 50/- is to be paid by the students who have ever been a student of University of Delhi.

INSTRUCTIONS BEFORE FILLING THE EXAMINATION FORM

- Step-1: All 1st Semester/Year students should register from the link “**Register New Student**” available on the login page of the student examination portal with valid email Id. Student should fill the complete registration form and click the submit button. After submitting the form “Admission Ref. No.” will be generated.
- Step-2: After the “Admission Ref No” is generated, students have to login and fill his/her Examination Form by using Admission Ref. No. , Student Name, Date of Birth and same email Id.
- Step -3: Before filling the Examination form, students have to refer the date-sheet for their Unique Paper Code (U.P.C). After filling the Examination Form, students have to click on “**Submit & Print**” button. As soon as students click on this button the filled “Tentative Exam Form” will be displayed. The students should get it printed or save a soft copy for future reference.

Note: College / Department / Faculty will check and approve the “Tentative Exam Form” generated by the portal after confirming that the examination fee is duly deposited by the student. After this, students’ Examination Roll No. will be generated. Regarding payment of Examination Fee, students shall contact the Administrative/Finance office of their respective college / Department / Faculty.