



GUJARAT TECHNOLOGICAL UNIVERSITY

(Established by Government of Gujarat Under Gujarat Act No.: 20 of 1987)

ગુજરાત ટેકનોલોજીકલ યુનિવર્સિટી

(ગુજરાત સરકારના ગુજરાત અધિનિયમ ક્રમાંક : ૨૦/૧૯૮૭ દ્વારા સ્થાપિત)

Accredited With 'A' Grade By NAAC

No: GTU/Exam Form/MB/W26/ 7514

Date: 29/09/2026

CIRCULAR

INSTRUCTIONS FOR FILLING THE EXAM FORMS OF BBA SEM- 3 & 5 (REGULAR) WINTER-2026 EXAMINATION

To make the examination system more reliable, transparent, and accountable and to promote digitalization in the system, Gujarat Technological University (GTU) has taken a step forward through online exam forms filling in students' login IDs on the GTU portal and pays their fees through a digital gateway.

Instructions for Institutes:

- (1) Institute will be able to **Reject (Disapprove)** the exam forms of students after the end date of academic term. If an institute rejects the exam forms of students, then such students will not get a hall ticket even though they have paid the exam form fees. The exam form fees of such students will be refunded to the students' account.
- (2) Institute needs to verify exam forms of UFM released as well as detention released students as per the GTU rules. As per the UFM punishment or detention, if student is not eligible for current exam then **Reject (disapprove)** the exam form of the student. Institute can **Reject (Disapprove)** the exam forms from GTU admin panel, if any, as per **Table-A** schedule with institute id and password. After completion of institute timeframe, Institute will not be allowed to change the status of exam forms.
- (3) Please verify name, enrolment no, subject code, subject name and other details of student, if any mismatch or doubt found then immediately inform to GTU for MBA at: mba@gtu.edu.in
- (4) There is no need to collect the hard copy of exam forms/exam form receipts from students. Students can keep Exam form receipt for their reference.
- (5) No exam form will be approved/disapproved (reject) after the scheduled date of institutes. Enough time will be given to all colleges so take proper care during approval/disapproval.
- (6) Kindly refer Instruction Guideline for more details:
https://www.student.gtu.ac.in/Sample/Examform_admin_guide.pdf

Instructions for Students:

- (3) For filling the exam form and payment student has to login at <https://www.student.gtu.ac.in>
- (4) Kindly refer Instruction Guideline for more details:-
https://www.student.gtu.ac.in/Sample/Examform_student_guide.pdf
- (3) Student has to strictly follow the exam form schedule as per Table-A.
- (4) For any query regarding exam form contact your parent institute only. So students/guardian are instructed not to contact University in this regard.
- (5) If student find any mismatch in name, enrolment no, subject code, subject name and other details, they have to immediately contact parent institute.
- (6) If due to technical problem, payment deducted for more than once for single form and student has not received the refund within 30 working days then please mail us at: epay_query@gtu.edu.in
- (7) If student has paid the exam form fees and institute has rejected the exam form after the term date then exam form fees will be refunded in students' account and students will not get a hall ticket even though they have paid the exam fees for TABLE-A.

Winners of: "Most Promising University of India 2020" ❖ "1st Rank Among All Universities in Gujarat 2020 by Uni Rank"

❖ "1st Rank in Gujarat State Institutional Ratings Framework (GSIRF) 2019" ❖ "National Leadership Excellence Award 2019 in Technical Education" ❖ "India's Most Trusted State University 2019" ❖ "Outstanding University in West India 2019"

Head office : GTU Campus, Nr. Visat Three Road, Visat-Gandhinagar Road, Chandkheda, Ahmedabad - 382 424. Gujarat, India.

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Website : www.gtu.ac.in



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(ગુજરાત સરકારના ગુજરાત અધિનિયમ ક્રમાંક ૨૦-૨૦૦૧ દ્વારા સ્થાપિત)

Accredited With A+ Grade By NAAC

TABLE-A

Course	Sem	Exam Form Type	Dates for filling the exam form & payment by student	Duration for Rejection by Institute	Late Fees(in ₹)
BBA	5	REGULAR	30-09-2026 To 28-10-2026	29-10-2026 & 30-10-2026	NIL
			31-10-2026 To 27-11-2026		
BBA	3	REGULAR	30-09-2026 To 28-10-2026	29-10-2026 & 30-10-2026	NIL
			31-10-2026 To 08-12-2026		


28/9/26
Registrar

Winners of: "Most Promising University of India 2020" ♦ "1" rank Among All Universities in Gujarat 2020 by Uni Rank"
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