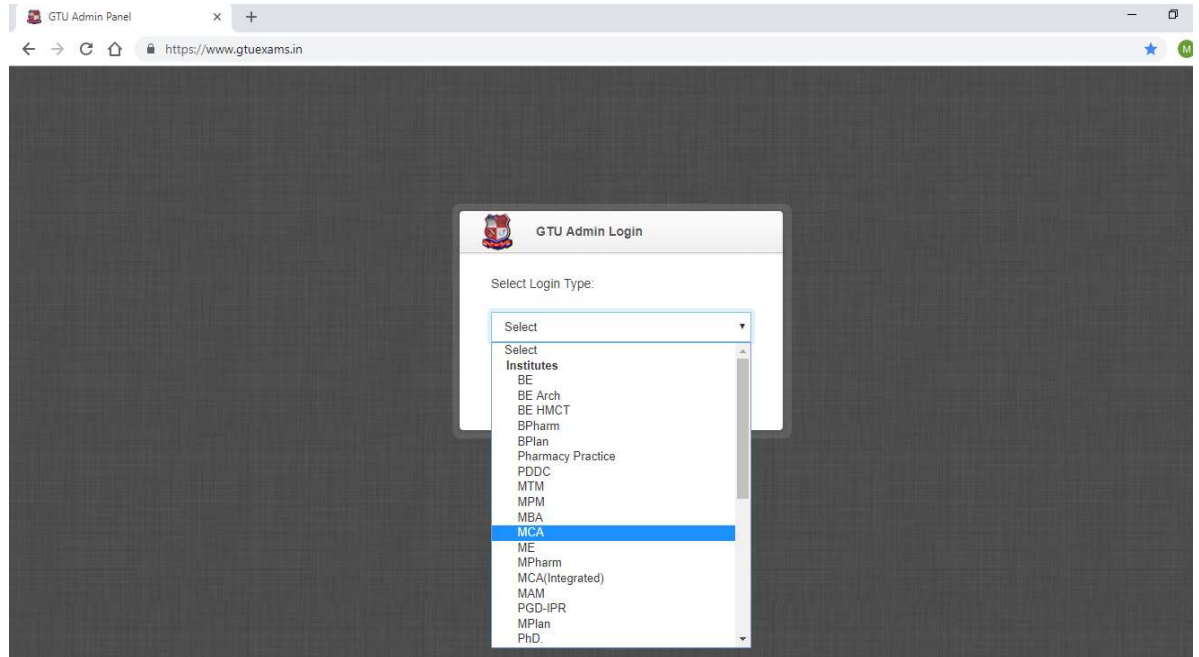
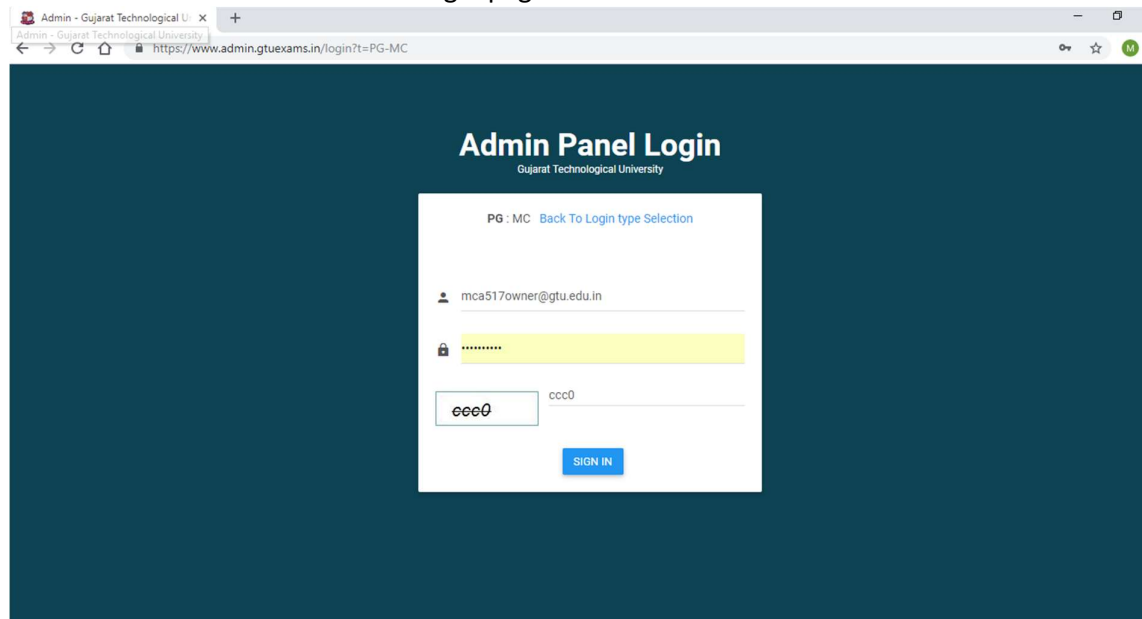


# Instructions for Special Term Extension-2018

1. Visit <https://www.gtuexams.in> and select your branch.



2. Enter Username and Password in login page.



3. Go to 'Other' menu and select 'Special Term Extension-2018'.

The screenshot shows the GTU Admin Panel interface. The top navigation bar is red and contains the GTU logo, the text "GTU - Admin Panel", the institute name "L. J. INSTITUTE OF COMPUTER APPLICATIONS, SARKHEJ CHOKDI, AHMEDABAD (S17)", and the user name "Welcome mca517owner@gtu.edu.in [517]". The left sidebar menu is expanded to show the "Other" category, with "Special Term Extension 2018" highlighted. The main content area displays a table titled "Enrollment & Passout Students" with the following data:

eyear	TotEnroll	Totpassout
2018	133	21
2017	160	89
2016	174	127
2015	123	109
2014	176	116

Below the table are pagination controls showing "1" and "2". To the right of the table is a "News" section with a message: "System will verify detention, UFM, Cancel status of student at the time of exam form generation and hall-ticket generation, if system found any issue then system will automatically un-approve student from term-extension."

4. Select your branch code and click on Search button. It will display list of students eligible for special term extension.

The screenshot shows the "Special extension W2018" page in the GTU Admin Panel. The top navigation bar is red and contains the GTU logo, the text "GTU - Admin Panel", the institute name "L. J. INSTITUTE OF COMPUTER APPLICATIONS, SARKHEJ CHOKDI, AHMEDABAD (S17)", and the user name "Welcome mca517owner@gtu.edu.in [517]". The left sidebar menu is expanded to show the "Exam Form" category. The main content area displays a form titled "Special extension W2018" with a green button labeled "Instructions Click Here". Below the button is a search form with a dropdown menu labeled "Select Branch Code" containing the value "93" and a blue "Search" button.

- Select checkbox of students whom you want to approve 'Special Term Extension' and click on Approve button.

Special extension W2018

Instructions Click Here

Select Branch Code: 93

Search Approve Export To Excel Print and Lock Data

Enrollment No	Name	Current sem pending	Iscomplete	Fee	Term End session	Term extension Till	<input type="checkbox"/>
095170693007	SARVESH PANDEY	3		5000	S2015	S2021	<input checked="" type="checkbox"/>
095170693008	TRIVEDI JASMINKUMAR KALPESHKUMAR	6		5000	S2015	S2019	<input checked="" type="checkbox"/>
095170693062	BHAUMIK DHIRAJKUMAR PATEL	3		5000	S2015	S2021	<input checked="" type="checkbox"/>
095170693088	SUBHASHCHANDRA PANNALAL PRAJAPATI	3		5000	S2015	S2021	<input type="checkbox"/>
095170693108	ABDULVAHID ARIFBHAI MEMON	3		5000	S2015	S2021	<input type="checkbox"/>

- Click on 'Export to Excel' button to export list of students displaying on screen.
- Click on 'Print and Lock Data' button only when you are sure to approve all courses for selected students.

You will be redirected to next screen to approve and make sure for selection of special term extension.

- To lock selected data, Click on 'Yes' button.

Special Extension students List

This action will lock your data are you sure?

It will display list of approved students for Special Term Extension – 2018.