St. Vincent Pallotti College of Engineering & Technology

Gavsi Manapur, Wardha Road, Nagpur - 441108

(An Autonomous Institute affiliated to Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur.)

Exam Cell (Autonomy)

CoE 2024-25/ 321   Date: 15/04/2025

NOTICE

This notice is not applicable to the Absorption Scheme Students.

All the students interested in appearing for the **Summer-25 backlog examination** are informed to **apply online (Using Laptop/Desktop only)**. The important dates for the same are:

1) Form Submission **started on: 10/04/2025**
2) Form Submission and **Fees Payment without any Late fees:** Up to **17/04/2025**
3) Form Submission and **Fees Payment with Late fees (Rs. 300/-):** Up to **22/04/2025**
4) Form Submission and **Fees Payment with Super-late fees (Rs. 500/-):** Up to **25/04/2025**

Please note the backlog examination fees structure:

1) Processing Fees: Rs. 100/- per Semester
2) Backlog examination Fees: Rs. 400/- per Theory course
3) Backlog examination Fees: Rs. 100/- per Practical course

Please note that you have to submit separate applications for the Regular (24-25) and the Previous (23-24, 22-23, 21-22) years backlogs.

Online Application Process for the Previous Year's backlogs (23-24, 22-23, 21-22):

1. **Use** URL: https://erp.stvincentngp.edu.in/
2. **Login** with your **'student login credentials'**
3. **Click** on the tab **'Examination'** (Under the menu provided on the LHS "≡").
4. **Click** on the link **'Backlog application form'**.
5. **Choose Course Year as applicable.**
6. **Click** on the **'Show'** button.
7. **Select** the course/s you want to apply for the backlog exam by **ticking the checkbox/es.**
8. **Click 'Submit application'** and **Click 'OK'** on the pop-up window.
9. **Pay the exam fees** using the provided **Payment Gateway.**

   Alternately you can also make the fees payment later, following these steps:

   1) **Click** on the left hand side menu (≡)
   2) **Click** on **'Fees'** and further on the **'Fees online payment'**
   3) **Click** on **'Exam Fees'** and **Click** on **'Proceed for payment'**
   4) **Pay the exam fees** using the provided **Payment Gateway.**

Online Application Process for the Backlogs from the Current Year (24-25):

10. **Use** URL: **https://erp.stvincentngp.edu.in/**
11. **Login** with your **'student login credentials'**
12. **Click** on the tab **'Examination'** (Under the menu provided on the LHS "≡").
13. **Click** on the link **'Application form'**.
14. **Click** on the **'Show'** button.
15. **Select** the course/s you want to apply for the backlog exam by **ticking the checkbox/es.**
16. **Click 'Submit application'** and **Click 'OK'** on the pop-up window.
17. **Pay the exam fees** using the provided **Payment Gateway.**

   Alternately you can also make the fees payment later, following these steps:

   5) **Click** on the left hand side menu (≡)
   6) **Click** on **'Fees'** and further on the **'Fees online payment'**
   7) **Click** on **'Exam Fees'** and **Click** on **'Proceed for payment'**
   8) **Pay the exam fees** using the provided **Payment Gateway.**

Controller of Examination   **Principal**

For any further queries, contact Exam Cell (On working days during 9:00 am to 4:30 pm)

Copy to:-

Admin	Financial Admin	Hostel Warden (Boys)	Hostel Warden (Girls)	MIS	HOD CSBS	HOD IIOT	HOD CSE (CS)	HOD CE
HOD CSE(DS)	HOD AI	HOD IT	HOD BVOC	In-charge First year	HOD ME	HOD EE	HOD ETC	HOD CV