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|  | <b>ZEAL EDUCATION SOCIETY'S</b><br><b>ZEAL COLLEGE OF ENGINEERING AND RESEARCH</b><br><b>NARHE   PUNE -41   INDIA</b> |  |
| Record No.: ZCOER/EXAM/R/01                                                       | Revision: 00                                                                                                          | Date: 01/04/2021                                                                    |

### Examination Section

**Department: Examination      Academic Year: 2024 – 2025      Date: 05.03.2025**  
**ZCOER/AD/EXAM/ 263**

## Notice

**F. Y. M. Tech & F. Y. MBA Re-Examination Exam Form for ODD SEM AY 2024-25**  
**(Autonomy)**

**All First Year M.Tech & MBA students those who are having backlog of theory subject in regular End Term Examination are advised to read this notice carefully before filling out the Re-Examination form.**

The process for filling the Re-Examination Form for **ODD SEM AY 24-25** is scheduled as follows:

- **Date: 05/03/2025 to 06/03/2025 (Till 05.00 PM)**

The form must be filled out through the **Uniapps Exam Portal**

(<https://uni.zcoerapps.in/landing>) and the applicable fee of **₹250/-** per subject should be paid online.

**Note: Be patient and do not close or minimise the payment portal page till the system automatically redirects to the learner portal. The Exam Form Filling Manual is attached for your reference.**

### Instructions for Filling the Examination Form

#### 1) Login Credentials:

- Your **Login ID** is your ZPRN.
- Your **Password** is your registered mobile number *or if you have changed it during the regular exam form filling.*
- Change your password frequently.

|                                                                                   |                                                                                                           |                                                                                     |
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| Record No.: ZCOER/EXAM/R/01                                                       | Revision: 00                                                                                              | Date:01/04/2021                                                                     |

**2) Fee Payment:**

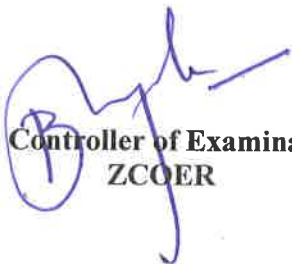
- Pay the examination fee online through the provided link on the exam portal (Rs. 250 per subject)

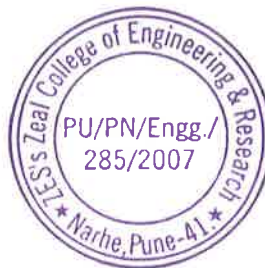
**3) Form Submission:**

- Double-check all details in the form before submission.
- Verify the status of your exam form on the portal after submission. **The final status of your Exam Form should be APPROVED. Approval will be carried out by your respective department.**

**4) For Assistance:**

- **Technical Issues (Like Correction, Approval, Mobile Number Updating, etc):** Contact your department's ERP Coordinator.
- **Examination Section Queries:**
  - Email: [exam.zcoer@zealeducation.com](mailto:exam.zcoer@zealeducation.com)
  - Phone: 020-67206130

  
**Controller of Examination**  
**ZCOER**



  
**Principal**  
**ZCOER**

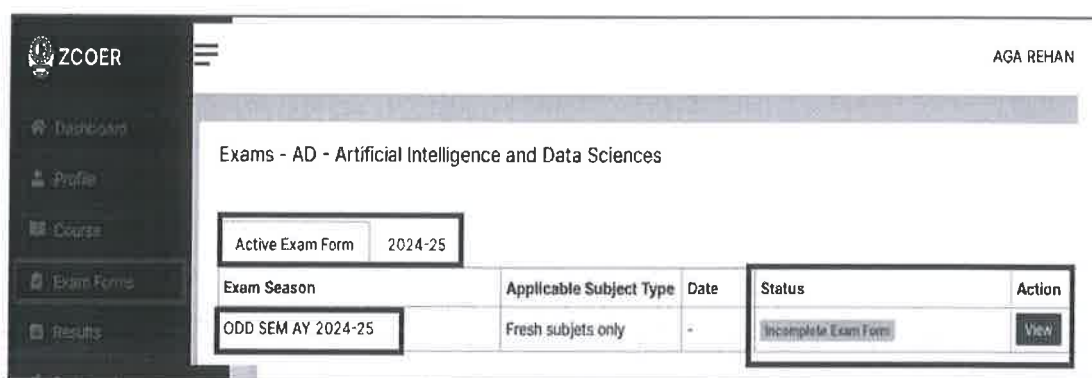
|                                                                                   |                                                                                                                                                 |                                                                                     |
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|  | <p align="center"><b>ZEAL EDUCATION SOCIETY'S</b><br/> <b>ZEAL COLLEGE OF ENGINEERING AND RESEARCH</b><br/> <b>NARHE   PUNE -41   INDIA</b></p> |  |
| Record No.: ZCOER/EXAM/R/01                                                       | Revision: 00                                                                                                                                    | Date: 01/04/2021                                                                    |

### Instruction Manual for Exam Form filling

#### Steps for Examination Form Filling:

##### 1. Fill Examination Form

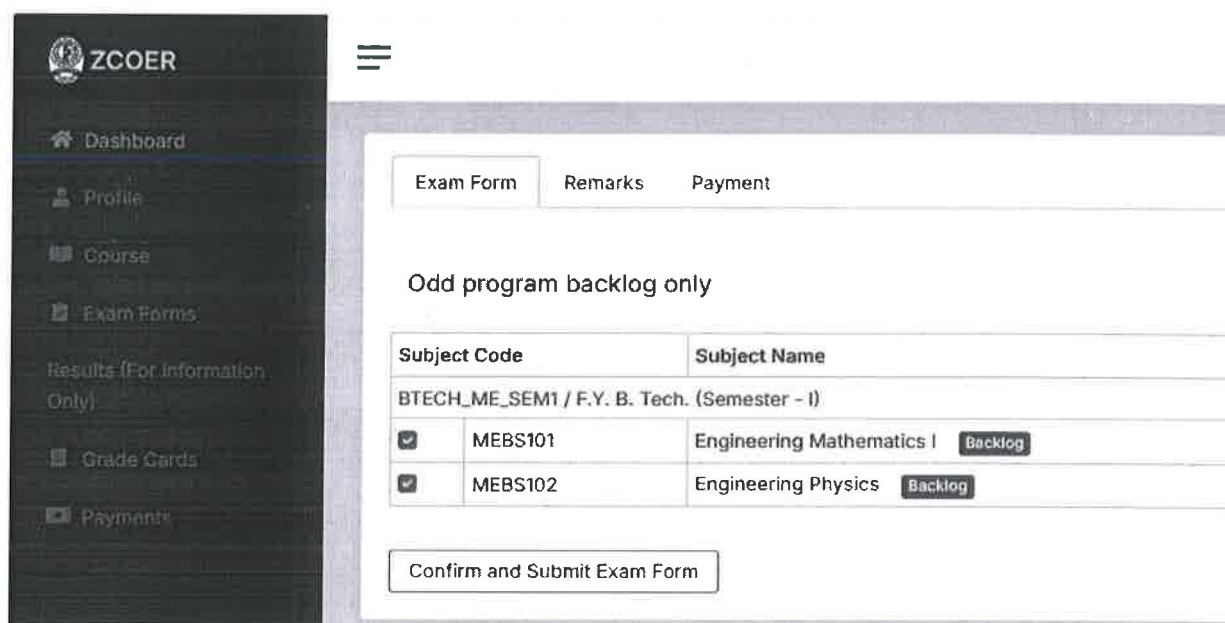
- On the left panel Menu, Now click on Exam Forms.
- In-front of Exam season, click on View.



The screenshot shows the ZCOER portal interface. On the left is a dark sidebar menu with options: Dashboard, Profile, Course, Exam Forms (highlighted), and Results. The main content area is titled 'Exams - AD - Artificial Intelligence and Data Sciences'. It features a tab 'Active Exam Form' for the year '2024-25'. Below this is a table with columns: Exam Season, Applicable Subject Type, Date, Status, and Action.

| Exam Season        | Applicable Subject Type | Date | Status               | Action |
|--------------------|-------------------------|------|----------------------|--------|
| ODD SEM AY 2024-25 | Fresh subjects only     | -    | Incomplete Exam Form | View   |

- Check the Subjects visible in your login.
- Click on “Confirm and Submit Exam Form”



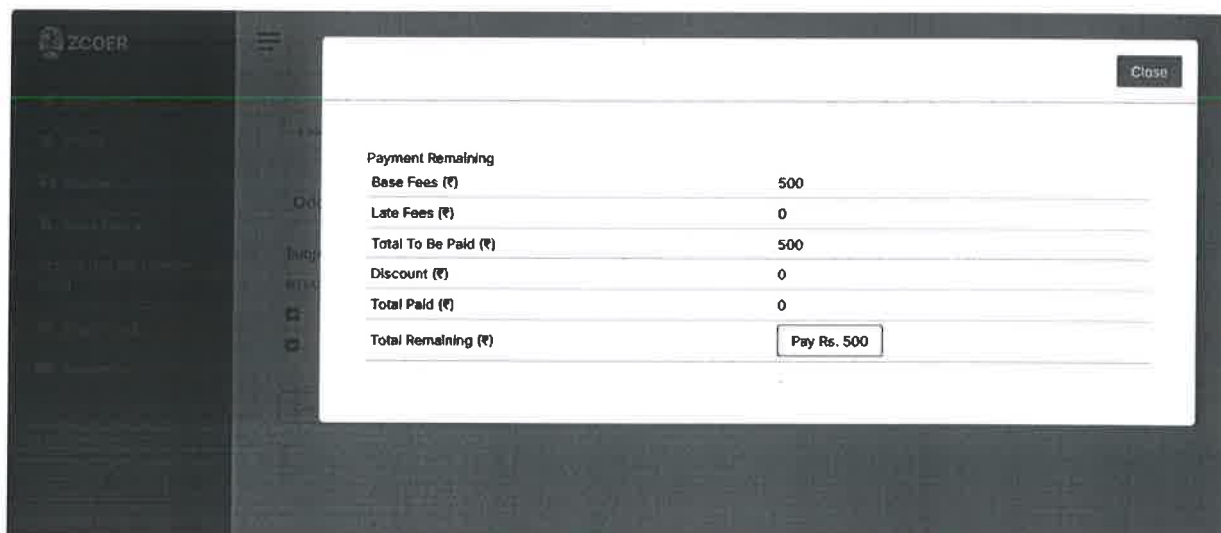
The screenshot shows the 'Confirm and Submit Exam Form' page. The left sidebar is the same as the previous screenshot. The main content area has tabs: Exam Form (active), Remarks, and Payment. Below the tabs, it says 'Odd program backlog only'. There is a table with columns: Subject Code, Subject Name, and a Backlog button.

| Subject Code                                 | Subject Name              |         |
|----------------------------------------------|---------------------------|---------|
| BTECH_ME_SEM1 / F.Y. B. Tech. (Semester - I) |                           |         |
| <input checked="" type="checkbox"/> MEBS101  | Engineering Mathematics I | Backlog |
| <input checked="" type="checkbox"/> MEBS102  | Engineering Physics       | Backlog |

At the bottom, there is a button labeled 'Confirm and Submit Exam Form'.

|                                                                                   |                                                                                                                       |                                                                                     |
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- On the next page, pay the Examination fees through online mode only.



| Payment Remaining    |             |
|----------------------|-------------|
| Base Fees (₹)        | 500         |
| Late Fees (₹)        | 0           |
| Total To Be Paid (₹) | 500         |
| Discount (₹)         | 0           |
| Total Paid (₹)       | 0           |
| Total Remaining (₹)  | Pay Rs. 500 |

- After the successful payment, Examination form will be submitted and no changes will be allowed.
- Check for Approval of Examination form / Corrections if any from time to time.

# Thank You