

# I.K. Gujral Punjab Technical University Jalandhar, Kapurthala

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Estd. Under Punjab Technical University  
Act.1996 (Punjab Act No.1 of 1997)  
**Jalandhar Kapurthala Highway**  
**Kapurthala-144603**

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**The Principals/Directors**  
**All the affiliated Colleges**

## **Subject: Filling of Re-Evaluation forms and Online Fee Payment process.**

University has decided to facilitate the student to fill the Re-evaluation from their respective login. The procedure for filling of online Re-Evaluation form and to submit online fee payment by students is given as under:

### **A. For Students:**

1. Login [www.ptuexam.com](http://www.ptuexam.com)
2. Student can fill re-evaluation form with in 21 days from the date of declaration of result.
3. After login, click on icon “**Fill Re-Evaluation form**” available in student login.
4. For filling of Re-Evaluation Form , student have to confirm the checkbox of respective subject(s) first. After confirmation of checkbox, applied subjects will be available for the payment.
5. After clicking on Payment Button, A New Page will visible for filling required information for the successful completion of Online Payment process.
6. After successful Online Payment, the applied subject(s) will be visible in your respective HOD’s login for further confirmation.
7. Student can use multiple options for the Online fee Payment like Net Banking/Debit Cards /Credit Cards etc.

### **B. For HOD:**

1. All confirmed applied Online Re-Evaluations form will be visible in HOD’s login for further confirmation by them to complete the process at the college end.
2. The only manually applied Re-Evaluation’s fees to be paid by colleges by generating online challan as per previous practice. The fees of online applied Re-Evaluation will be not included in the challan of Manually applied Re-Evaluation by Colleges.

**Note : During confirmation to complete the Online applied Re-Evaluation process by the concerned HODs, no extra charges cannot asked by them/College.**

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