



Sardar Patel University, Mandi

(Established Under H.P. Legislative Assembly Act 03 of 2022)

"(Examinations Branch)"

No. SPU-Mandi/UG-PG Result/23/2023- 5709 - 5716

Dated: 04.02.2026

NOTIFICATION

Subject: Filling up of Online Examination Forms for upcoming UG Annual Examinations (B.A./ B.Sc./ B.Com./ Prak Shastri and OT Shastri)

It is hereby notified for the information of all concerned that the online examination forms for the upcoming UG Annual Examinations (Regular & Reappear/Supplementary), March-April 2026, are now open for submission.

The last date for filling up the online examination forms is 18th February, 2026.

Further, it is informed that **Registration/University Roll Numbers** have been allotted to all newly admitted students whose document verification has been completed at all ends. Such students may now proceed to fill their examination forms online through the '**Student Login**' available on the Examination Portal at <https://spumandiexam.in/Main/Index>. Students may log in by entering their **University Roll Number** as *User ID* and their **Date of Birth** (in DDMMYYYY format) as *Password*.

All students are advised to ensure that their examination forms are submitted well before the last date to avoid any inconvenience.

In case of any query/ problem in filling up of the examination form, students may contact the Examination Branch on Tel. No. 01905-236895 or email to arexam@spumandi.ac.in

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Controller of Examinations

Endst. No. as above even number and dated 04.02.2026.

Copy for information to:

1. The Finance Officer, SPU Mandi.
2. The Dean Academic Affairs, SPU, Mandi.
3. All Principal of affiliated colleges with a request to ensure that all eligible students of their institution complete the process of filling up and submission of examination forms within the stipulated time.
4. The Coordinator Examinations, SPU Mandi.
5. The PRO, SPU Mandi for necessary action.
6. The Nodal Officer (Website) for uploading of this notification on the University website.
7. The PS to Hon'ble VC/ Registrar, SPU, Mandi.
8. Guard File.


Assistant Registrar (Exam.)



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Annexure -I

The Instructions for Filling up Online Examination Form:

Students are advised to carefully read and strictly follow the instructions given below before filling up the Online Examination Form:

1. Ensure that you are **eligible for the examination** as per University rules before proceeding to fill the form.
2. Newly registered students are required to first fill/select their course combinations on the portal as under, before filling the Examination Form:
 - **B.A. Programme:** Major and Minor Courses
 - **B.Sc. Programme:** Major, Core Course 2, and Minor Course

The Examination Form will be enabled **only after successful submission of the above course details.**

3. After successful login, click on "**Exam Form**" Tab.
4. Students are required to verify all the subjects before submitting the form.
5. Once all the details given in the form are verified and found correct, students are required to check the '*Have you filled the Regular and Re-Appear Subjects? Once submitted, the exam form cannot be edited*' box and press '**Submit**' button.
6. Students will be redirected to the Payment Gateway for online payment of fee through Credit / Debit Cards and Net banking.

Important Instructions Regarding Payment

1. **Do NOT make multiple payments under any circumstances.**
2. In case the payment status shows "**Pending**" / "**Failed**", wait for at least **72 hours**.
3. Multiple or duplicate payments made by the candidate will be at their own risk.
 - a. The University will not be responsible for delays in adjustment/refund of excess payment, if any.
4. After successful payment, download and keep a copy of the confirmation page and fee receipt for future reference.

In Case of Issues

1. If the examination form is submitted but payment status is not updated, or if any technical issue arises, students must **contact the Examination Branch/Helpdesk** with relevant details (Enrollment No., Transaction ID, Date of Payment, etc.) within the stipulated time.
2. Forms with **incomplete details or unpaid/invalid payment status** shall be treated as **incomplete and will not be considered.**

In case of any query/ discrepancy in filling of the examination form, students may contact the on Tel. No. 01905-236895 or email to arexam@spumandi.ac.in

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Assistant Registrar (Examinations)