



K. J. SOMAIYA POLYTECHNIC

Vidyanagar, Vidyavihar, Mumbai 400 077
(AN *AUTONOMOUS INSTITUTE)

Ref. No.KJSP/EXAM/2025-26/ 47

Date : 11-10-2025

NOTICE – RELEASE OF EXAM FORM FOR WINTER 2025

All the Full-Time and Part-Time diploma students are hereby informed that, the examination forms – WINTER 2025 filling activity is scheduled from 27-10-2025 to 31-10-2025. **The student had to pay fees offline at the Cash office.** Students who are not having any backlog courses of the previous semester and had paid academic fees for 2025-26 need not visit the cash office to submit the exam form.

The students (all students regular and backlog) had to download the exam form and pay the fees as specified in the exam form. **If No fees had been specified, they need not pay any fees as they had already paid fees for regular exams with academic fees.**

Sr. No	Activity	Schedule
1.	Release of exam form	27-10-2025 at 12.00pm
2.	Payment of fees	27-10-2025 to 31-10-2025 (Only working days) Timing : 11.00am to 04.30pm (Lunch- 01.15pm to 02.00pm)
3	Late payment of fees (Rs.500 penalty + exam form fees)	01-11-2025 to 03-11-2025 Timing : 11.00am to 04.30pm
4	Late payment of fees (Rs.1000 penalty + exam form fees)	04-11-2025 & 05-11-2025 Timing : 11.00am to 04.30pm
5	If any form collected with Principal permission	Late fine Rs.3000/- + Exam form fees

Note –

1. No student will be permitted to appear for examination without paying exam fees. The student needs to download the exam form and keep a copy for their reference. No form will be accepted after 07-11-2025
2. No fees will be accepted in ONLINE MODE. The fees have to be paid at the cash office in cash mode only and obtain the receipt for future correspondence.
3. All students should download and keep a copy of exam form for their reference, for future correspondence.


PRINCIPAL 11/10/25

K. J. SOMAIYA POLYTECHNIC

cc : USK ... to display on website,
Cash office, Registrar, Exam section.... For necessary action.

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