JIS College of Engineering
(An Autonomous Institute)

Block 'A' Phase-III, Kalyani, Nadia, Pin-741235
Phone: (033) 2582-2865 Fax: (033) 2582-2138
Website: www.jiscollege.ac.in, Email: info.jiscollege@jisgroup.org

Ref No: JISCE/CoE/NOTICE/041/25-26   **Date:** 20-01-2026

Office of the Controller of Examinations
NOTICE

Examination form fill-up for Regular & Backlog Students under autonomous structure for ODD
Semester Examinations 2025-26
for
1st semester UG (B.Tech.), BBA, BBA-DM, BBA-HM, BCA and PG (M.Tech. and MBA) & 3rd semester
UG (B.Tech.) without LATERAL entry students, BBA, BCA students of AY 2025-26

The competent authority of the JIS College of Engineering has decided to conduct the Semester End Examinations 2025-26 (ODD) for 1st semester UG (B.Tech.), BBA, BBA-DM, BBA-HM, BCA and PG (M.Tech., and MBA) & 3rd semester UG (B.Tech.) without LATERAL entry students, BBA, BCA for regular and backlog students and all concerned are advised to follow the steps for application/form fill-up for the same as per following.

1. All concerned 1st semester UG (B.Tech.), BBA, BBA-DM, BBA-HM, BCA and PG (M.Tech. and MBA) & 3rd semester UG (B.Tech.) without LATERAL entry students, BBA, BCA students of AY 2025-26 are hereby informed that the Academic-cum Examination Enrollment and Examination Form Fill-up process will be open up to 27-01-2026.

   Enrollment Process Link: https://www.jisexam.org/ExamSystemNew/forms/frmlogin.aspx

2. On release of the Academic-cum Examination Enrollment forms online by the respective concerned department, students can submit the Examination Application Form online through their login. Examination Application form would be available on the college website in the students login for all eligible students from 21-01-2026. The form will be automatically approved after submission of 2 hours. In case, there are any issues related to fees, students are advised to contact the account section.

3. On submission of the examination application form online, the students are advised to pay their examination fees online through college website (no such other mode of transaction will be allowed). SMS will be sent to students for information on paying examination fees. After payment of the fee(s) students must download the form for future reference.

   Fee Payment Link: https://www.jiscollege.ac.in/login-help.php

   Fees per Semester: Rs 1200/- (for REGULAR)   Rs 1000/- (for BACKLOG)

4. The regular and backlog form have to be filled up separately by the students.

5. After payment of the fee(s) student must download the form for future reference

6. After completion of step 1, 2 & 3, students need to submit examination application forms (duly verified by respective HoD) along with examination fees payment receipt PDF in respective departments. After verification all departments are requested to submit the TWO documents at the CoE office during 11:00 Hrs to 14:00 Hrs.

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7. Students can download the admit card after submission of students feedback in the student login.

The following would be different dates for different activities for the above mentioned purpose.

Activities	Date
Academic-cum Examination Enrollment process will be closed	23-01-2026
Commencement of issuance of examination form will be opened	21-01-2026
Last date for the students for online submission of the examination form	27-01-2026
Last date for submission of the Fee online by the students	28-01-2025
Tentative date for generation of admit Card	27-01-2026
Tentative date for theory examinations	03-02-2026 To 16-02-2026
Tentative date of holding practical/sessional examinations and submission of marks in portal	17-02-2026 To 23-02-2026

Assistance and Support

For any further information, students are advised to visit the notice section in the college website.

For any issues (such as password reset, login problems, etc.), students are advised to contact the respective department.

Partha Ray
PARTHA RAY
Controller of Examinations, JISCE

MR. PARTHA RAY
Controller of Examinations
JIS College of Engineering

Memo No. JISCE/CoE/NOTICE/042/25-26
Copy forwarded to

1. Secretary to Principal office for kind information to Principal, JISCE
2. Dy. Registrar for the information
3. All Deans for information.
4. All HODs for information and necessary action.
5. Hash Technology for information and to up load the notice in college website
6. Examination Cell Guard files for record.

Partha Ray
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Controller of Examinations, JISCE

MR. PARTHA RAY
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JIS College of Engineering