



OFFICE OF THE PRINCIPAL
K.C. DAS COMMERCE COLLEGE

A Provincialised College under the Government of Assam
UGC Recognised; AICTE Recognised; Affiliated to Gauhati University; NAAC Accredited; ISO 9001:2015
Chatribari, Guwahati- 781 008, Assam, INDIA
E-mail: kcdccollege@gmail.com Web: www.kcdccollege.ac.in
Phones: +91 361 2733691; +91 94357 07157; +91 98640 30992

Dr. Hrishikesh Baruah, M.Sc., Ph.D.
Principal

Ref. No. :

Date: 01.06.2026

FORM FILL UP & FEE PAYMENT NOTICE

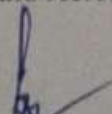
It is hereby notified for information to all students of BBA & BCA II, IV and VI Semester that online Examination Form fill-up (Arrear Batch 2024/23) has started through the website "<https://gauhati.samarth.edu.in>". The last date for the Online Examination Form Fill-up is 7th June, 2026 as per GU Notification. Therefore, all concerned are asked to complete the Form Fill-Up process by 7th June, 2026.

All students are asked to pay the below mentioned fees as per course through Online mode in the College Portal <https://erp.kcdccollege.ac.in>.

| Course / Semester | Amount (Rs.) |
|---------------------------|--------------|
| BBA 2nd Semester (Arrear) | 800/- |
| BBA 4th Semester (Arrear) | 800/- |
| BCA 2nd Semester (Arrear) | 800/- |
| BCA 4th Semester (Arrear) | 800/- |


Note:

1. All students are asked to complete the examination form fill-up process within the due date without fail. Failure to fill-up the examination form by the students will not be entertained by the College authority later on.
2. Candidates can appear either on the Second (Arrear) or Sixth (Regular) Semester Examinations only, not both.
3. All students of BBA & BCA courses are asked to come to college on 11th June, 2026 for form verification from 11:00 A.M. to 2:00 P.M..
4. Students are asked to bring the Admission Receipt, College Centre Fees Payment Receipt and all previous semester Marksheet and Admit Card in both original and Xerox for the verification without fail.


(Hrishikesh Baruah)

Principal

K.C. Das Commerce College



To,

The Principal

All Affiliated / Permitted Degree Colleges under Gauhati University running
BCA/BBA/B.Sc(IT)/B.Sc(Microbiology)/B.Sc(Biotechnology)

Sub: Arrear Examination, 2026 form fill up of Semester-II & IV (Arrear Batch
2024/2023) of FYUGP BCA/BBA/B.Sc(IT)/B.Sc(Microbiology)/B.Sc(Biotechnology)
through SAMARTH e-Gov Portal.

Sir/ Madam,

This is to inform you all that the Arrear Examination form fill up process for the
students of Semester- II & IV (Arrear Batch 2024/2023) of FYUGP
BCA/BBA/B.Sc(IT)/B.Sc(Microbiology)/B.Sc(Biotechnology) is opened through SAMARTH
e-Gov Portal as per the dates mentioned below:

Examination form fillup has been opened through SAMARTH e-Gov Portal from
**29th May' 2026 to 07th June' 2026 (Without Fine) and upto 08th June' 2026
(With Fine)**. Students must log in the <https://gauhati.samarth.edu.in> for filling
their forms.

- i) Office of the Controller of Examinations, Gauhati University will not accept any examination form or fee from students.
- ii) Individual students need to deposit the Examination fees through online payment gateway available in the SAMARTH e-Gov Portal only. **No other mode of payment will be accepted. For any "Draft" issue, refer to Annexure attached herewith.**
- iii) **Candidates can appear either in the Second (Arrear) or Sixth (Regular) Semester examinations only, not the both.**
- iv) For reference, please go through the User Manual attached herewith.
- v) **Colleges must complete the Form Verification process by 13th June' 2026. Admit Cards/Attendance Sheets will be available only for the verified examination forms.**

Fees to be paid:

Candidates have to deposit Examination Fees through online payment gateway available in the SAMARTH e-Gov Portal only :

**Examination fees to be paid to Gauhati University
For FYUGP BCA/BBA 2nd and 4th Semester Arrear Examination' 2026**

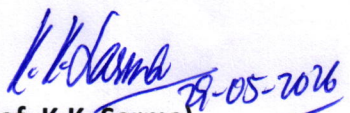
| Sl. No | Particulars of Fees | Amount (Rs.) |
|--------|-----------------------------------|-----------------------|
| 1 | Examination Fee (Without Fine) | 980.00 |
| 2 | Examination Fee (With Fine) | 980.00+550.00=1530.00 |

**Examination fees to be paid to Gauhati University
For FYUGP B.Sc (Biotechnology/IT/Microbiology) 2nd and 4th Semester
Arrear Examination' 2026**

| Sl. No | Particulars of Fees | Amount (Rs.) |
|--------|-----------------------------------|------------------------|
| 1 | Examination Fee (Without Fine) | 1550.00 |
| 2 | Examination Fee (With Fine) | 1550.00+550.00=2100.00 |

Note: An amount of Rs. 100/- as AEC/VAC/MDC/SEC (wherever applicable) Examination fee along with centre fees and practical fees will be collected & retained by the concerned colleges/institutions.

Gopinath Bordoloi Nagar
29th May, 2026


(Prof. K.K. Sarma) 29-05-2026
Controller of Examinations
Gauhati University

Annexure I

Steps to follow by candidates to fill up Examination Form

1. Log in to your account through <https://gauhati.samarth.edu.in/>
2. Click on the "Examination Registration" from the left hand panel after login
3. Click on "Click here for Examination Form"
4. Select your PwD status (if not belonging to PwD, select not applicable from drop down menu)
5. Verify all courses which are listed. Arrear Courses will be available here. Click on the extreme right check boxes to select the Courses.
6. Then click on submit button
7. After this click on the payment link "Click here for payment via Razorpay"
8. Pay the requisite amount shown.

NOTE:

1. These steps are necessary actions to successfully submit the Examination Form
2. Please don't refresh while doing the transaction. It may cause failure of the Examination Form Submission.
3. If your Form Status remain as "Draft" after attempting payment of fees, then do the following in the portal to check the payment status: Dashboard>>Fee (in the left-hand side panel)>>All Transactions>>Check Payment Status. If payment was successful, then the form will be submitted after clicking "Check Payment Status" and a confirmation message in Green colour will appear at the top.
4. The same facility is available in the last page of form submission also, if the form status remains as "Draft".