OFFICE OF THE PRINCIPAL

K.C. DAS COMMERCE COLLEGE

A Provincialised College under the Government of Assam
UGC Recognised; AICTE Approved; Affiliated to Gauhati University; NAAC Accredited; ISO 9001:2015
Chatribari, Guwahati: 781 008, Assam
E-mail: kcdccollege@gmail.com Web: www.kcdccollege.ac.in
Phones: +91 361 27333691; +91 94357 07157

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

Ref. No. :KCDCC/ Date: 13/11/2026

Form Fill up Notice for Regular Student of M.Com 3rd Sem., 2026

It is notified for information of all the students of M.Com 3rd Semester (Batch 2025) that their examination form fill up will be done through online mode in the Samarth Portal **"https:\\gauhati.samarth.edu.in"** as per notice of the Controller of Examinations, Gauhati University vide letter no.**GU/CoE/CEPC/Issue/2026/717, dated 12th November, 2026.**

The students who are appearing for M.Com 3rd Semester (Regular) are asked to pay the **Centre fee and Dissertation fees** through online mode in the College portal .i.e. **https:\\erp.kcdccollege.ac.in and submit the following documents in hardcopy in the Department of M.Com for verification on 01.12.2026 at 11:00 A.M. to 02:00 P.M.**

1. **Copy of filled up examination form.**
2. **Copy of Admission Receipt.**
3. **Copy of Examination fees Receipt paid to Gauhati University.**
4. **Copy of Centre fee and Dissertation fees Receipt.**

Fee Head	Amount (Rs.)
1. Centre fee	800.00
2. Dissertation fee	710.00
Total Rs.	1510.00

N.B.:

1. Student must login to the online portal by visiting the College Website. They must login with their own User ID and Password.

2. The College will not entertain any examination forms after last date.

(Hrishikesh Baruah)
Principal
K. C. Das Commerce College

Principal
K.C. Das Commerce College

GAUHATI UNIVERSITY

Gopinath Bordoloi Nagar, Guwahati-14

Exam Form Fill-Up Notification No 1092

This is for the information of all concerned students of **MA/M.Sc./M.COM/M.TECH/MBA/M.Lib.Sc** Regular **3rd** Semester (**Session 2026-2027-July-Regular:Regular**) that the Examination, **2026** examination form fill up process will be done though ***SAMARTH e-Gov portal*** as per the dates mentioned below:

Examination form fill up will be done through SAMARTH e-Gov portal from **12/11/2026** to **30/11/2026** (**without fine**) and up to _____(**with fine**). Students must log in the **https://gauhati.samarth.edu.in** for filling forms.

A. Office of the Controller of Examinations, Gauhati University will not accept any examination form or fee from students.
B. 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.
C. For reference, please go through the User Manual attached herewith.
D. Please note that those candidates who did not complete the Course Registration process must not pay Examination Fees and their Form Fill Up will not be successful, even though payment has been made. University will not be responsible for any such payments made in SAMARTH e-Gov Portal.
E. Departments must complete the Form Verification process on or before **05/12/2026**. Admit Cards/Attendance Sheets will be available only for the verified examination forms.
F. Departments/Colleges should ensure that no students are left out to do form fill up after the lapse of the deadline.

Sd/-
Controller of Examinations
Gauhati University

Memo No- **GU/CoE/CEPC/ISSUE/2026/** 717 Date 12/11/2026

Copy For information to

1. The HoD/Director/Principal All
2. The Secretary GU Classes
3. The Academic Registrar,GU
4. IT Officer, GU with a request to upload it into GU website.
5. Upload to the Samarth portal
6. The Superintendent, Examinations Branch,GU
7. The Superintendent, Confidential Branch,GU
8. Office Copy

Date:- 12/11/2026

Controller of Examinations
Gauhati University

Controller of Examinations
Gauhati University

P.T.O.

Fees to be Paid:

Candidate has to deposit the Examination Fees through online payment gateway available in the SAMATH e-Govt. portal only:

Fees to be paid to Gauhati University for **PG**

Semester: **3rd (Regular), 25 Batch**

☐ Regular Examination Fee Structure for PG			
Regular Examination Fees	Mark Sheet / Grade sheet Fees	Total Amount (without fine)	Late Fee Rs-550
1310/-	250/-	**1560/-**	

Date: 12/1/2026

Controller of Examinations
Gauhati University
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. Courses will be available for those candidates only who had completed the course Registration process successfully.
6. Those who did not complete course registration must not proceed further to pay the Examination Fees.
7. Then click on submit button.
8. After this select the payment option as "Razorpay".
9. 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 Transtrations>>check payment status. If payment was successful, then the form will be submitted after clicking "Check payment Status" and confirmation message in Green colour will appear at the top.