



KALINGA INSTITUTE OF INDUSTRIAL TECHNOLOGY
DEEMED TO BE UNIVERSITY, BHUBANESWAR – 24
(Decld. U/S 3 of UGC Act, 1956)

OFFICE OF THE CONTROLLER OF EXAMINATIONS

Date: 11th May 2024

NOTICE

Registration for Annual Supplementary Examination -2024 of MBA & BBA Programmes
(for 2024 Graduating Batch)

The students of MBA & BBA Programmes of **2024 Graduating Batch** can register for Annual Supplementary Examination-2024 and pay requisite examination fee through their respective SAP Student Self Service Portal on **13th May and 14th May 2024**. The details of the registration process and eligibility conditions are as follows.

- The students will only be allowed to appear for their backlog/not appeared papers (F or I grade) **subject to a maximum of 50% of the total subjects for the last Academic Year** rounded off taking together the subjects of both the odd and even semester of that year.
- Students with C or D Grade in any of the theory paper in the **last Academic Year** are also allowed to appear for those papers in the Supplementary Examination as improvement papers. The rules for registration for the improvement papers are as follows.
 - A student, preferably without any backlog, is eligible to opt for the improvement examination *in a theory paper* for a maximum of 3 (three) papers in the Supplementary examination.
 - Students with a backlog of less than 3 (three) theory papers, can also appear in the improvement examination subject to a maximum of 3 (three) theory papers including the backlog papers. However, he/she has to first register for the backlog papers followed by the papers for improvement.
 - If there is no improvement in the grade for any subject, the original grade will remain in force.
- The students who wish to improve internal assessment component have to attend summer classes/counselling classes by the course teacher appointed by the school offering the subject. The course teacher will conduct the necessary activities to compute the internal marks. The internal assessment marks for only for these students are to be uploaded by the concerned course teacher through the SAP Faculty Self Service Portal by **22nd May 2024**.
- The end semester supplementary examinations for 2024 Graduating Batch will be conducted **only for the registered subjects and as per the Schedule to be notified by the office of the Controller of Examinations(<https://coe.kiit.ac.in/notices.php>)**.


11.05.2024

Controller of Examinations

Controller of Examinations
Kalinga Institute of Industrial Technology
Deemed to be University
Bhubaneswar