



# OFFICE OF THE PRINCIPAL CHHAYGAON COLLEGE, CHHAYGAON

P.O. - Chhaygaon, Dist. - Kamrup (Assam), Pin-781124

Est. 1974

Website: [www.chhaygaoncollege.in](http://www.chhaygaoncollege.in), e-mail: [collegechhaygaon1974@gmail.com](mailto:collegechhaygaon1974@gmail.com), NAAC Grade 'B'  
Permanently Affiliated to Gauhati University & Registered under 2(f) & 12(B) of UGC Act, 1956

Date: 30/12/2025

No. CC/

From:

**Dr. Naba Kumar Kalita**

Principal & Secretary

Chhaygaon College, Chhaygaon.

Ph. 7002685720

## NOTICE

This is for information of all concerned that the **Examination Form Fill-up process** for students of **B.A./B.COM. (FYUGP) Semester I (Arrear Batch 2024)** will be done through SAMARTH e-Gov Portal (<https://gauhati.samarth.edu.in>) from present day to 7<sup>th</sup>

**January, 2026 (Without Fine) and upto 10<sup>th</sup> January, 2026 (With Fine).**

All the candidates are hereby asked to do the needful on time without fail.

### Fee Structure:

| Sl. No. | Particulars of Fees | Amount(Rs.)   |
|---------|---------------------|---------------|
| 1       | Examination Fee     | 980/-         |
| 2       | Centre fee          | 400/-         |
|         | <b>Total</b>        | <b>1380/-</b> |

### Documents to be submitted along with the Form:

1. Grade sheets of 1<sup>st</sup> Semester
2. Payment Receipt

**Date of Form Submission at College Office: 17/12/2026**

**N.B.:**

1. Students can appear either in the 1<sup>st</sup> (Arrear) or 5<sup>th</sup> (Regular) Semester Examinations only, not the both.
2. Students have to deposit a fee of Rs. 980/- through online Payment Gateway available in the SAMARTH e-Gov Portal only.
3. Centre fees (i.e. Rs. 400/-) will also be collected through online mode only (Link: <https://chhaygaoncollege.in>)
4. Late Fine of Rs. 550/- will be imposed after 10<sup>th</sup> January Midnight.

  
(Dr. Naba Kumar Kalita)

Principal

Chhaygaon College, Chhaygaon

Principal  
Chhaygaon College, Chhaygaon  
Kamrup, Assam

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 arrear courses which are listed.
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".

## **Centre Fee Payment Process:**

1. Open the Link: <https://chhaygaoncollege.in>
2. Click on “**Online Portal**”
3. Click on “ **Arrear Exam Fee**”
4. Click on “ **New Enrolment**”
5. Enter Your Details and Create User Id & Passwords by Clicking “**Register Now**”.
6. Login by using New User Id & Passwords
7. **Make the payment and Print the Payment Receipt**