OFFICE OF THE PRINCIPAL
# CHHAYGAON COLLEGE, CHHAYGAON
P.O. - Chhaygaon, Dist. - Kamrup (Assam), Pin-781124
Est. 1974
Website: www.chhaygaoncollege.in, e-mail: collegechhaygaon1974@gmail.com, NAAC Grade 'B'
Permanently Affiliated to Gauhati University & Registered under 2(f) & 12(B) of UGC Act.1956

No. CC/ **Date: 13/11/2026**

**From:**
***Dr.Naba Kumar Kalita***
*Principal cum Secretary*
*Chhaygaon College, Chhaygaon.*

**Ph. 7637059487**

## NOTICE

This is for information of all concerned that the **Examination Form Fill-up process** for students of **B.A./B.COM. (FYUGP) Semester III (Regular Batch 2025)** will be done through SAMARTH e-Gov Portal (https://gauhati.samarth.edu.in) **from present day to 17th November, 2026(Without Fine) and upto 18th November, 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 (Without Fine) | 980/- |
| 2 | Enrolment Fee | 250/- |
| 3 | Centre fee | 500/- |
| **Total** | | **1730/-** |

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

1. Admission Receipt of 3rd Semester
2. Library Clearance Receipt
3. Payment Receipt
4. Fee Waiver Submission Receipts (if applicable)

**Date of Form Submission at College Office: 18/11/2026 (Commerce)**
**19/11/2026 (Arts)**

**N.B.:**
1. Students have to deposit a fee of Rs. 1230/- through online Payment Gateway available in the SAMARTH e-Gov Portal only.
2. Centre fees (i.e. Rs. 500/-) will also be collected through online mode only (Link: https://chhaygaoncollege.in)
3. Late Fine of Rs. 550/- will be imposed after 17th November Midnight.
4. **Students who could not complete the Course Registration earlier must complete Course Registration process before attempting to fill up examination forms during the above stipulated time period.**
5. **For reference, please go through the User Manual attached herewith.**

13/11/26
(Dr. Naba Kumar Kalita)
Principal
Chhaygaon College, Chhaygaon

Principal
Chhaygaon College, Chhaygaon
Kamrup(Assm)

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 as per the notification of o/o the Academic Registrar, GU.
6. *Those who didn't complete course registration must not proceed further to pay the Examination Fees.*
7. Then click on Submit button
8. After this click on the payment link "Click here for payment via 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 remains 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".