



**GAUHATI COMMERCE COLLEGE**  
**GCC CENTRE OF MANAGEMENT STUDIES(GCMS)**  
**R.G. Barooah Road, Guwahati - 781021**

Ref. No- GCMS/Dir/2026/008

Date: - 04/05/2026

**NOTICE**

This is to inform to all the students of the MBA 4<sup>th</sup> Semester that the Final Examination, 2026, will be held in the month of May, 2026. The form fill-up will have to be done in online mode in Gauhati University SAMARTH portal. Students have to deposit the GU Examination Fees through online payment gateway available in the SAMARTH e Govt. portal only. The last date for filling up examination fee is 11<sup>th</sup> May, 2026.

**The last date of College Fee Submission is on or before 11<sup>th</sup> May, 2026**

Fee details –

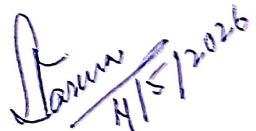
Semester	Fee Amount (Rs)
4 <sup>th</sup> Regular	College Exam Fee - 950/-

**Fees Payment details –**

All payment will have to be done in online mode through college website: - gcc.ac.in (open → gcc.ac.in → online services & payment → Login → payment)

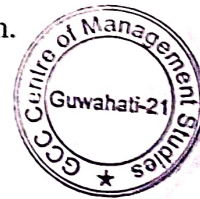
**Document to be submitted at the MBA office**

Acknowledgement copy of GU online form fill-up payment receipt copy & college payment receipt.

  
(Dr. Jonali Sarma)  
Director i/c,  
GCMS

**Copy to**

The Principal, Gauhati Commerce College, for kind information.



  
**GAUHATI UNIVERSITY**

Gopinath Bordoloi Nagar, Guwahati-14

Exam Form Fill-Up Notification No 765

SESSION 2025-2026-May-June-Evening Regular SEMESTER 4th  
PROGRAMME Code 5A7 (GU-MBA)

Step-1: Course Registration.  
Step-2: Exam Form Fill-up

This is for the information of all concerned students of Master of Business Administration Regular/Arrear Back/Repeat-Betterment Batch 2025 that the Examination, 2026 course Registration and examination form fill up process will be done through SAMARTH e-Gov portal as per the dates mentioned below:

Course Registration and Examination form fill up will be done through SAMARTH e-Gov portal from 23-04-2026 to 11-05-2026 (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 by \_\_\_\_\_, 20\_\_\_\_ Admit Cards/Attendance Sheets will be available only for the verified examination forms.

Sd/-  
Controller of Examinations  
Gauhati University


Memo no. GU/COE/CEPC/ISSUE/2026/412

Date 23-04-2026

Copy For information to:

1. The HoD/Director/Principal Department of Business Administration, GU.
2. The Secretary to V.C.GU
3. The Secretary to Registrar, G.U
4. The Secretary to Treasurer, GU
5. IT Officer, GU with a request to upload it into GU website.
6. Samarth portal
7. The Superintendent, Examinations Branch, GU
8. The Superintendent, Confidential Branch, GU
9. Office Copy

Date: - 23-04-2026

  
Controller of Examinations  
Gauhati University

**Fees to Be Paid:**

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

Fees to be paid to Gauhati University for Master of Business Administration  
Semester 4th

Sl no	Particulars of Fees	Amount in Rs
1	Examination Fees	3250
2	Mark sheet / Grade sheet Fees	250
3	Arrear Back/ Repeat/Betterment Exam Fees	
3	Arrear Back/ Repeat/Betterment Permission Fees	
4	Registration Fees (1 <sup>st</sup> semester only)	
	<b>TOTAL Amount without Fine</b>	<b>3500</b>
	<b>TOTAL Amount with Fine Rs -550</b>	

Date: 23-04-2026

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. 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 Transactions >> 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.