OFFICE OF THE CONTROLLER OF EXAMINATIONS
GAUHATI COMMERCE COLLEGE (AUTONOMOUS)
(Affiliated to Gauhati University, Assam)
R.G. Barooah Road, Guwahati- 781021, Ph. (0361) 2413095 (O)
Website: www.gcc.ac.in E-mail: coe@gcc.ac.in

Ref. No. GCC(A)/CoE/Form Fill-up/2026/.32 Date: 14-11-2026

NOTICE

(Examination Form Fill-up for MBA Semester - III, (Regular Batch 2025) through SAMARTH e-Gov Portal)

It is for information of all concerned that the Examination Form Fill-up process for the students of MBA Semester - III (Regular Batch 2025) Examination, 2026 will be done through SAMARTH e-Gov Portal.

1. **The last date for filling up of the examination forms online fixed by the University is 30th November, 2026.**
2. **Students must log in the *https://gauhati.samarth.edu.in* for filling up their forms and necessary examination fee.**
3. Candidates have to deposit requisite Examination fees to GU through online payment gateway available in the SAMARTH e-Gov portal only. No other mode of payment will be accepted.
4. **For Centre fee & Dissertation fee payment login to college portal www.gcc.ac.in, open the link "online services & payment" and sign up, fill-up the required information and pay Rs. 3,200/- (Centre fee 950/- + Dissertation fee 2250/- = Rs. 3,200/-)online.**
5. Office of the Controller of Examinations, Gauhati University will not accept examination form or fee from students.
6. For reference, please go through the User Manual Attached here with.
7. **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.**

14/11/26

Sd/-
Principal
Gauhati Commerce College (A)
Guwahati – 21

(Dr. Champak Saikia)
Controller of Examinations
Gauhati Commerce College (A)
Guwahati – 21

Copy to:
1. College Notice Board
2. College Website & WhatsApp Channel
3. Notice File
4. Accountant

Controller of Examinations
Gauhati Commerce College (Autonomous)
Guwahati-21

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: 12/11/2026

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.