



हेमवती नन्दन बहुगुणा गढ़वाल विश्वविद्यालय  
Hemvati Nandan Bahuguna Garhwal University  
श्रीनगर गढ़वाल (उत्तराखण्ड)–246174  
Srinagar Garhwal (Uttarakhand) - 246174  
(केन्द्रीय विश्वविद्यालय)  
(A Central University)

पत्रांक : हे.न.ब.ग.वि.वि./Exam/2024/501-COE

दिनांक : 27/11/2024

### **Important Circular (Pre-Examination Form)**

#### **(Course/Subject/Paper Selection for UG/PG/Integrated/PGD First Semester Students (Batch 2024-25) and Pre-Ph.D. Students (Batch - 2023))**

As per the directions of the Ministry of Education, the University is in the process of implementation of Student Life Cycle Module through Samarth ERP. Accordingly, all the admissions this year have been done through the Samarth portal. The Enrolment number for the mentioned students have been generated through Samarth and students have already been advised to create their respective login at <https://hnbgu.samarth.edu.in> using their enrolment numbers.

All the newly admitted UG/PG/Integrated/PGD First Semester Students (Batch 2024-25) and Pre-PhD Students (Batch - 2023) of the University Campuses as well as Affiliated Colleges are required to fill out the Pre-Examination/Course Selection Form between **28 November to 6 December, 2024**. This form shall be the first step towards filling of End Semester Examinations form.

#### **Steps to Complete the Pre-Examination/Course Selection Form:**

- **Login to the Samarth Portal:** Use your enrolment number to log in at <https://hnbgu.samarth.edu.in>. If you have not created your login, refer to earlier university notifications on Samarth student login for instructions.
- **Select Your Programme:** Click on the programme you are currently pursuing. You can find the "Click Here" button at the bottom-left of the webpage.
- **Apply for Courses/Papers under Your Programme:** After selecting your programme, click on the "Click here to select your courses" button.
- **Select Your Courses/Papers:** Carefully select the courses/papers/subjects allocated to you for your programme.
- **Submit Your Selections:** Review your selections carefully and click the "Submit" button. Ensure that the courses/papers/subjects selected are accurate.

**All students must correctly select and submit their courses/papers/subjects on the Samarth portal as these selections shall be locked for final submission of Examination Form.**

- **Verification:** The courses/papers/subjects selected by the students are to be verified, as the selections made by the student shall be the basis for the student examination form. **The following are requested to verify the course/subjects/papers allotted to students by 13 December, 2024:**

University Campuses	UG/Diploma/Certificate Courses	Concerned Dean of School/ Campus Director
	PG/Integrated Courses	Concerned HoD / Campus Director
	Pre-PhD Courses	Concerned HoD / Campus Director
Affiliated Colleges/ Institutes	UG/PG/PGD/Pre-PhD Courses	Concerned Principal/Director of the respective college/ institute

Verification is essential for ensuring the accuracy of the courses/ papers/subjects allotted to the students.

A document detailing the procedure to be followed for verification of courses/subjects/papers allotted to students in Samarth portal shall be shared by email to the concerned.

*Note: Kindly complete the process as soon as possible to avoid any complications and inconvenience. For any issues or inquiries, the following email may be contacted for any technical issues: [hnbgusamarth@gmail.com](mailto:hnbgusamarth@gmail.com).*



**Controller of Examinations**

Copy for information and necessary action to:

1. All Dean/HoD/Campus Director of University Campuses
2. All Principal/Director of Affiliated College/Institutes
3. DSW/Proctor/Chief Hostel Warden
4. PS to Registrar/Finance Officer
5. PS to VC for information of Hon'ble Vice Chancellor
6. All DR/AR/ SO (Examination)
7. University Samarth Project Management Unit/Coordinator e-Gov,/I/c DPU to provide all necessary technical support.
8. Sys. Manager (i/c)/PRO for wide publicity
9. All Notice Board
10. Guard File.



**Controller of Examinations**