LAKSHMIBAI COLLEGE

(University of Delhi)

Dated: 19.11.2025

NOTICE

Step by step guide to fill online Examination form for Semester 1 Nov/Dec'2025 Examinations

All the concerned Regular students of sem 1 (Admissions of 2025) are hereby informed that the last date of submission of online Examination Forms for the Examination to be held in Nov/Dec'2025 is **28.11.2025** (Friday). Late fees will be levied by University if a student does not fill the exam form till the last date of submission of exam form.

IMPORTANT INSTRUCTIONS TO FILL EXAM FORM

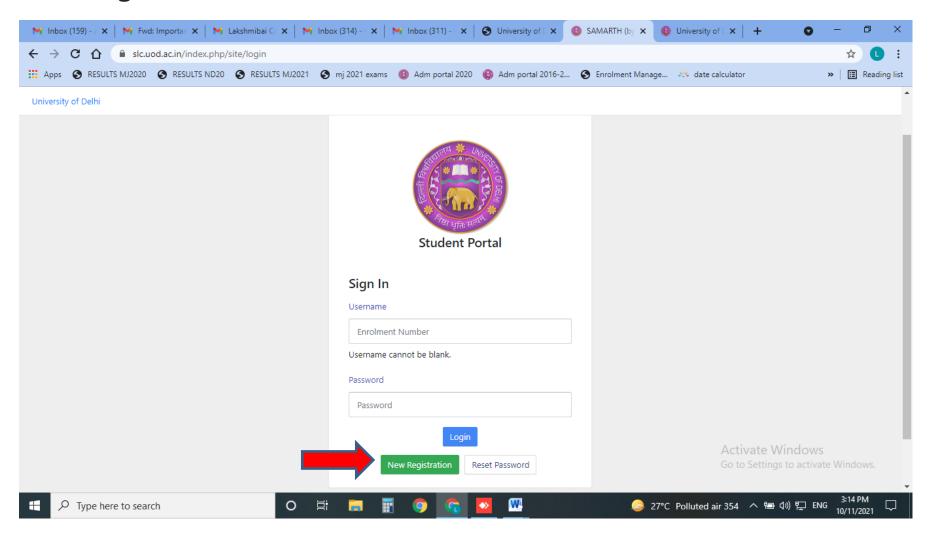
- After filling the examination form student should save the copy for further communication. Notice of admit card will be issued afterwards
- For any difficulty student can meet the concerned official in admin office
- Students should avoid paying their exam fee through UPI/Wallets (Due to low success rate in previous exam cycle) and are advised to pay through Debit/Credit Card/Net banking.
- Students must crosscheck the paper name and code from datesheet available on DU exam website/consult the concerned subject teacher and then proceed for final submission
- Please note that there are separate datesheets for AEC, VAC, SEC and GE papers. Student must clearly select the paper code of GE subjects of the opted department.

For Eg: Student of B.Com Hons having Economics Department's GE will be referring to the paper code written against Economics Department in the GE datesheet.

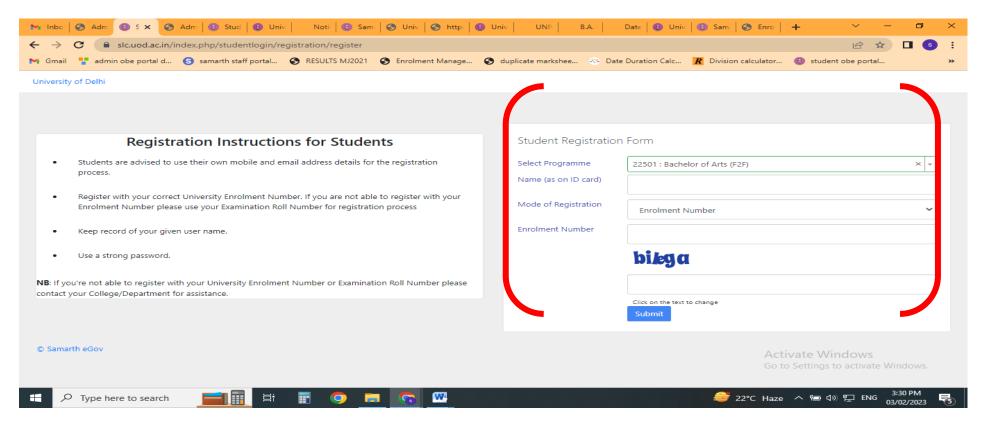
Examination Team Lakshmibai college

Step by step process to fill online exam form is given below

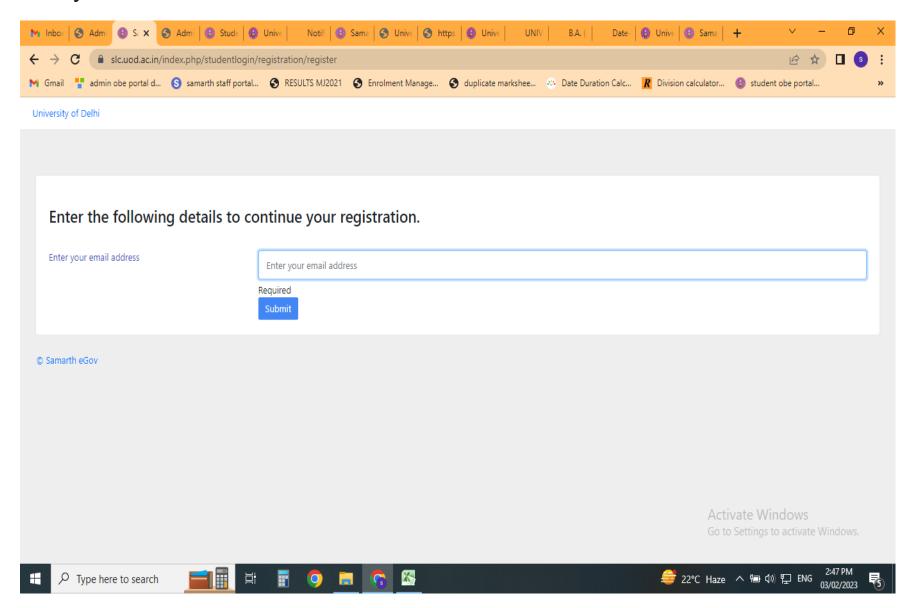
visit the exam website https://slc.uod.ac.in and click on 'New Registration'.



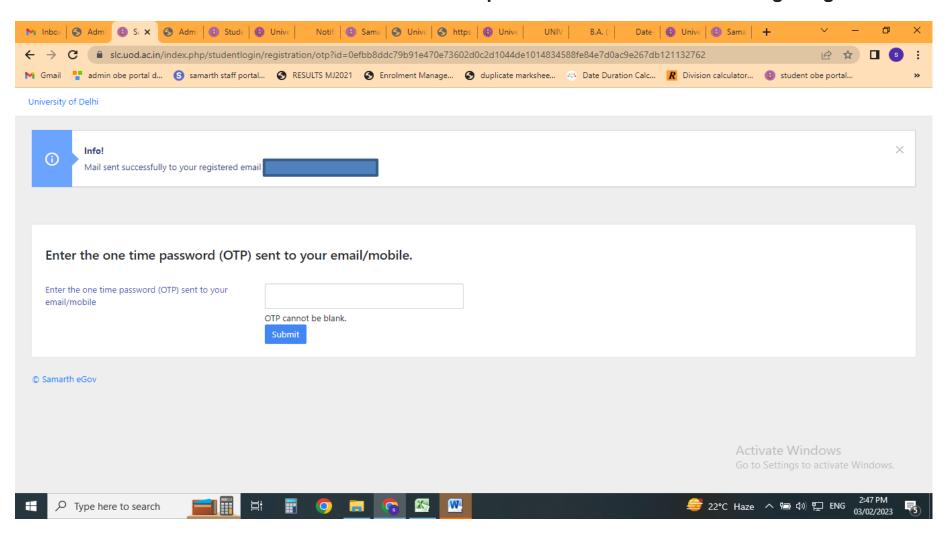
- Fill in your basic details
 - ∘ Select Programme (Your Course) (For Eg: 22501 BA prog, 22503 Bcom Prog , 22527 Pol S etc)
 - Name in capital letters (same as printed on class 10th marksheet)
 - **o** Fill mode of registration as- Enrollment number
 - Note: University Enrollment Number is available on the student's CSAS DU admission portal (The enrollment number for UG students starts from 25LAKC....... For PG students enter your enrollment number as mentioned on Delhi University sem 6 graduation marksheet)
- Fill the captcha code on the screen
- Click the Submit button



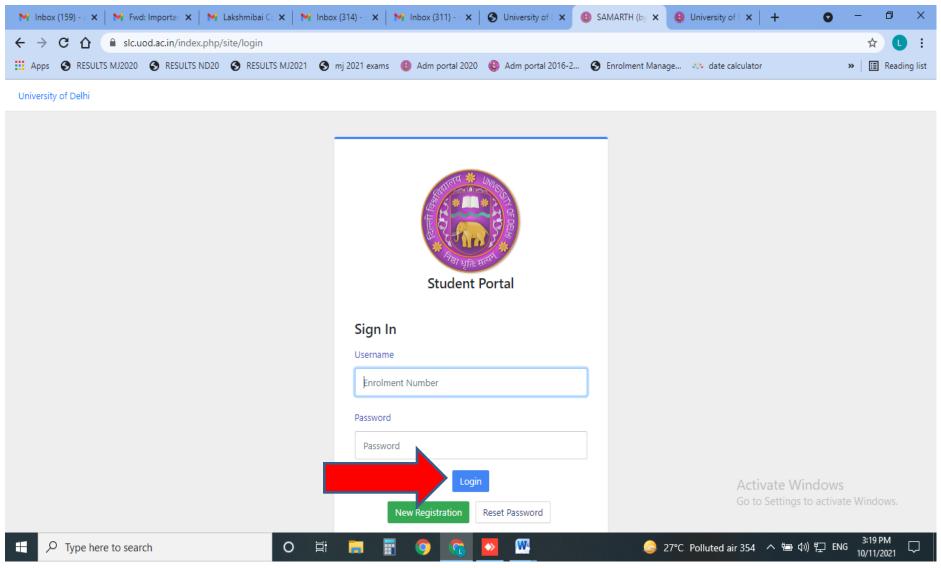
Enter your current active valid email



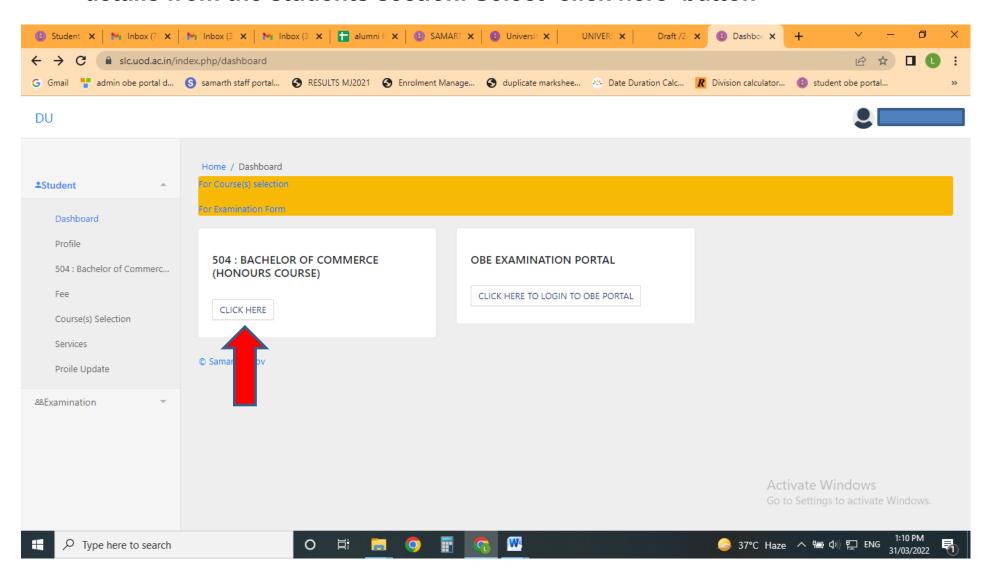
- OTP, user ID and password will be sent to the registered email.
- Enter the OTP received on email and create the password on the next screen to get registered.



Go to the website https://slc.uod.ac.in again and login using User ID sent to your registered email (Your enrollment number). Enter the password you created in previous step

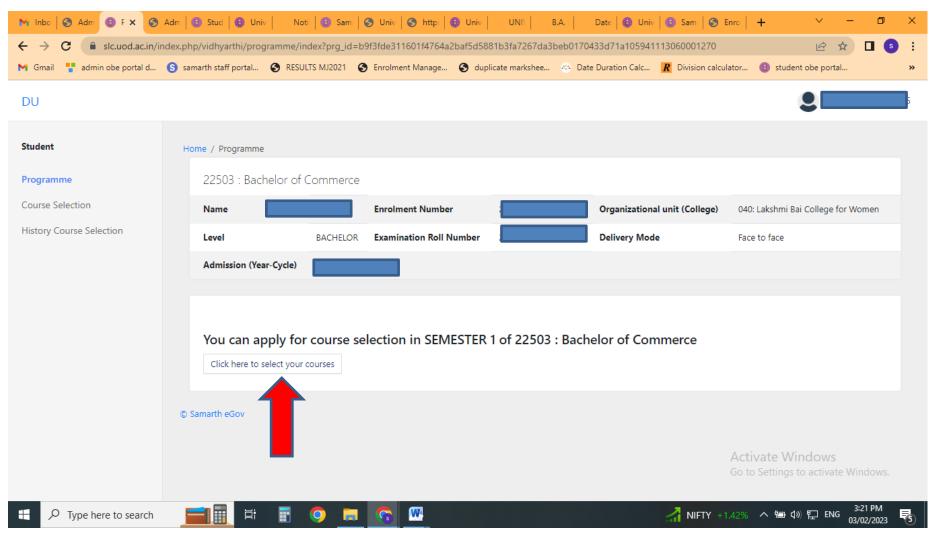


•On Home page you can check allocated programmes and the student's details from the students section. Select 'click here' button

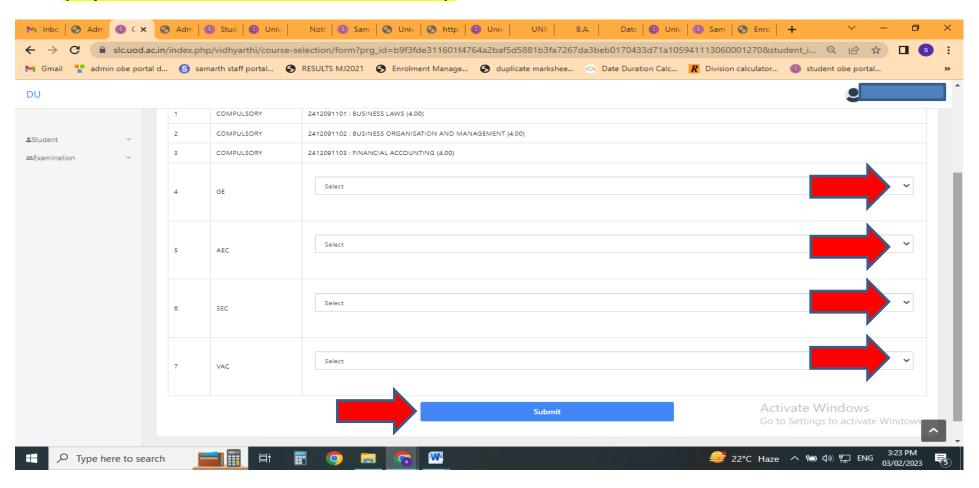


Steps for selecting Term (SEMESTER/YEAR) courses

In the "Course selection" students can select the courses for the term then proceed further.

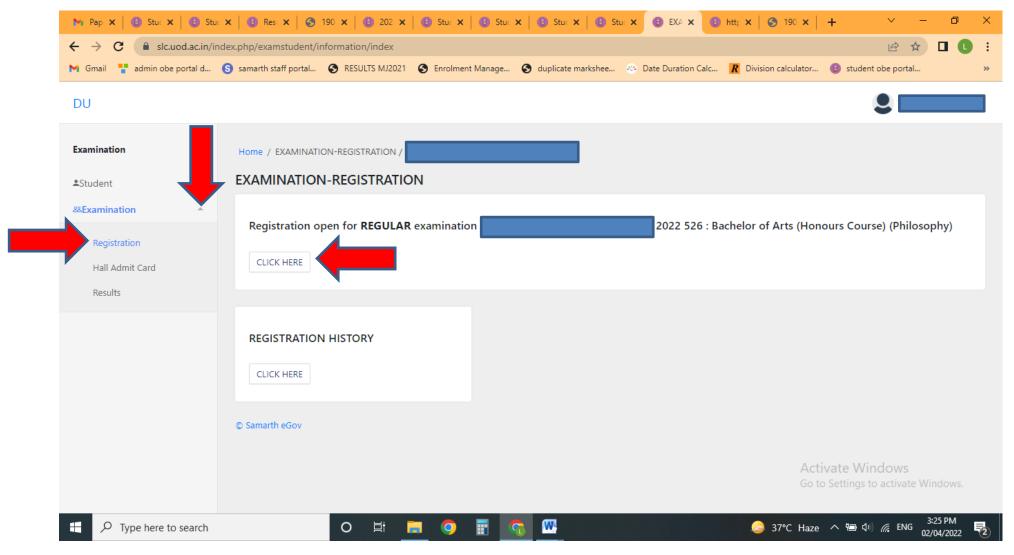


- You have to select the applicable CORE/GE/AEC/ELECTIVE /SEC/VAC courses. In case of any confusion in selecting any paper do not proceed and get in touch with your subject teacher and refer to NEP-UGCF Part I (Semester I) datesheet.
- You need to confirm course selection before moving to the next session. Course once selected cannot be changed in any circumstances so take extra care while confirming. Match the Unique paper codes (UPC) from NEP-UGCF Part I (Semester I) datesheet (https://misc.exam.du.ac.in/datesheetnd25/).

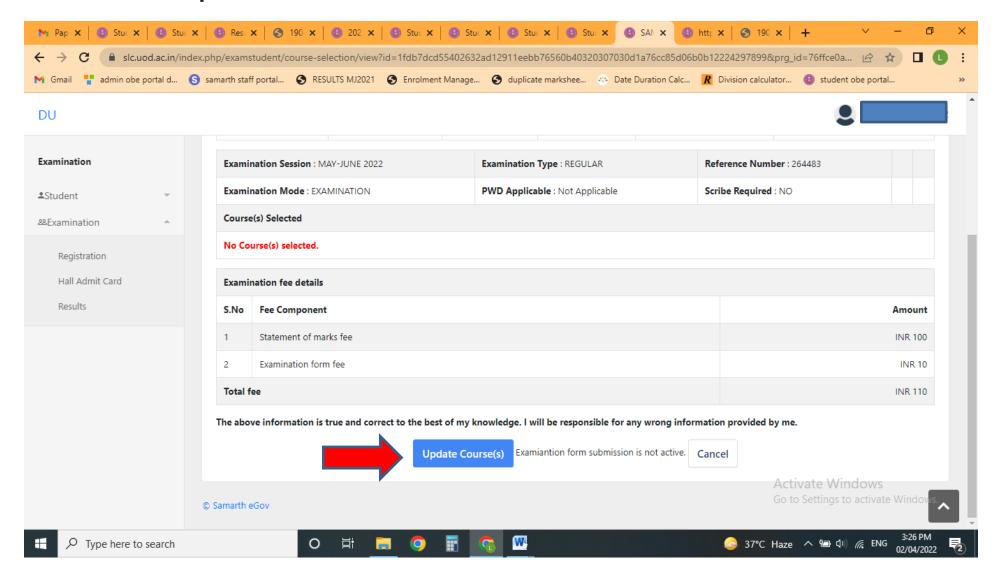


Steps for Examination Form (Most important)

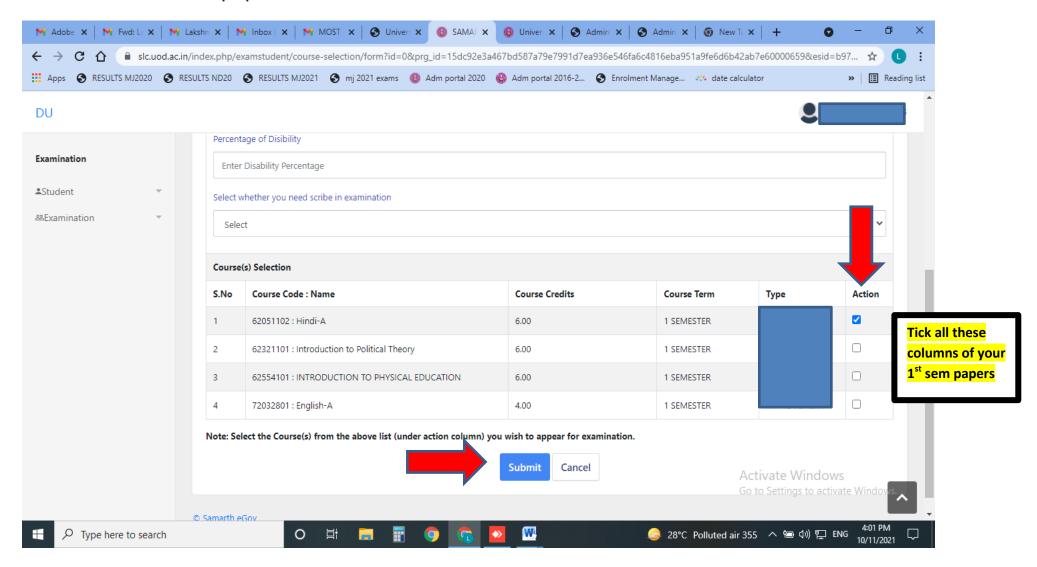
- After term course selection click on the Examination section.
- •In the Examination section select Registration for examination form.



•Click on "update courses" button

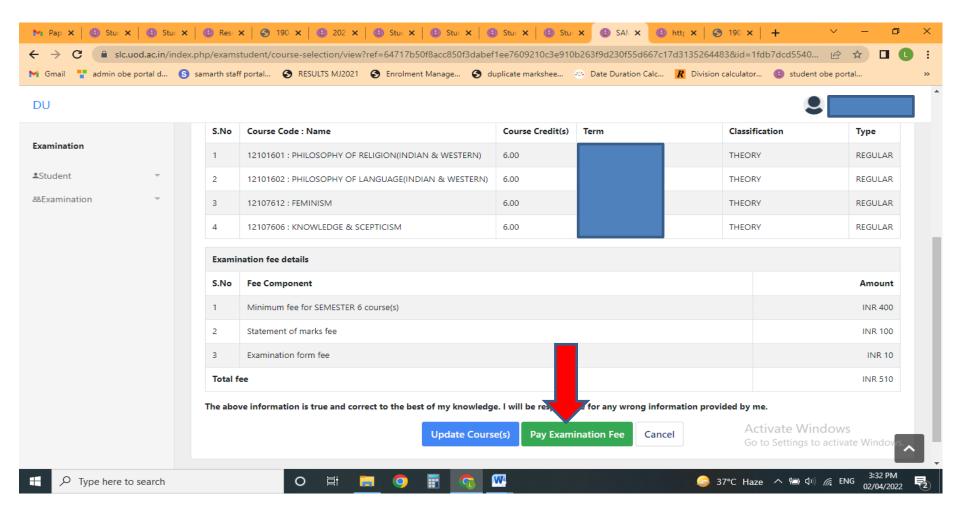


• Non PWD students will choose PWD status as "Not applicable". Then Tick your current 1 sem papers.



- Examination form will reflect all the selected courses.
- Submit application by paying the configured exam fee. Students should avoid paying their exam fee through UPI/Wallets (Due to low success rate in previous exam cycle) and are advised to pay through Debit/Credit Card/Net banking.

Your Examination form is submitted.



Note: If your exam form shows "Submitted" status, it means it has been successfully completed. Only those Students whose exam form shows "Submitted" status will be allowed to sit in exams.

