Maharashtra Academy of Naval Education & Training
(MANET), Pune

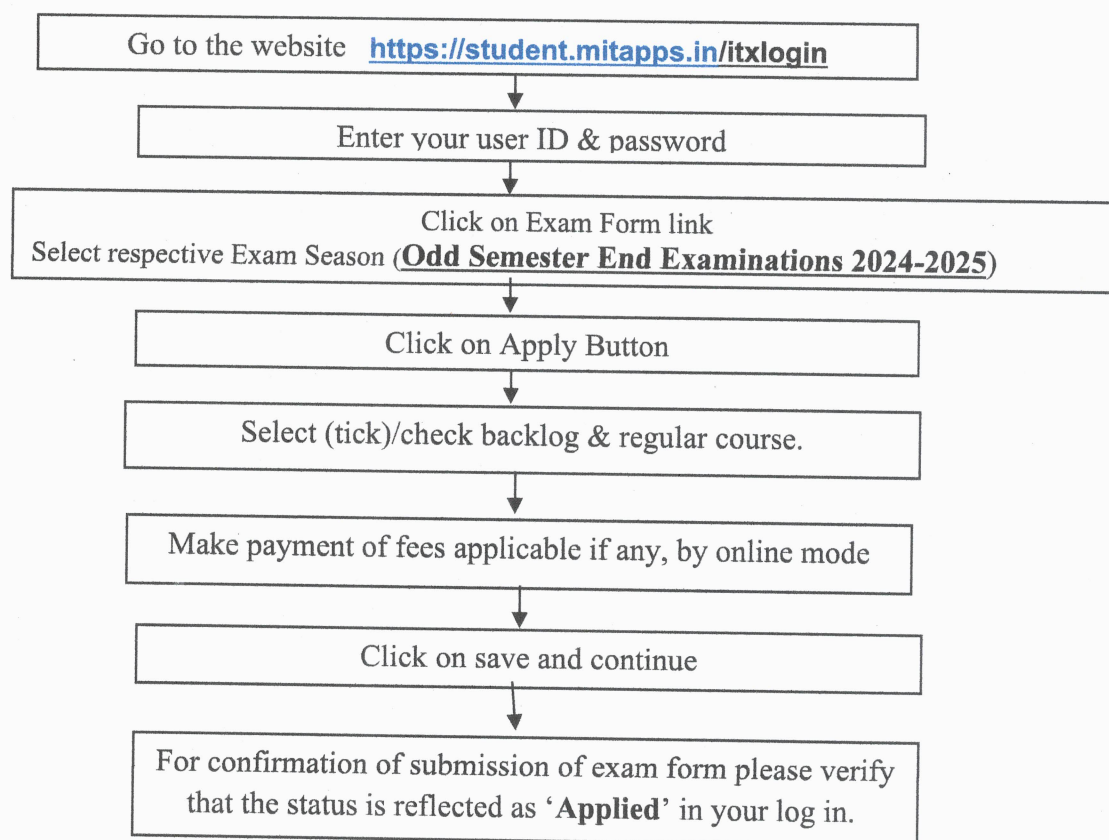Sr. No. 92/2024   Date: 18ᵗʰ October 2024

NOTICE
To all cadets of MANET
Submission of Exam form for Odd Semester End Examinations 2024-2025

All cadets of MANET are hereby informed that, they have to submit exam forms for **Odd Semester End Examinations 2024-2025** by **online mode** as follows.

Procedure for submission of exam form is as follows

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Go to the website  https://student.mitapps.in/itxlogin
                              ↓
           Enter your user ID & password
                              ↓
              Click on Exam Form link
Select respective Exam Season (Odd Semester End Examinations 2024-2025)
                              ↓
              Click on Apply Button
                              ↓
        Select (tick)/check backlog & regular course.
                              ↓
     Make payment of fees applicable if any, by online mode
                              ↓
            Click on save and continue
                              ↓
For confirmation of submission of exam form please verify
that the status is reflected as 'Applied' in your log in.
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Particulars	Date
Start Date for the submission of an Online Exam form	21.10.2024
Last Date for the submission of an Online Exam form **(Without Late Fee)**	04.11.2024
Last Date for the submission of an Online Exam form **(With Late Fee of Rs. 100/- per day)**	09.11.2024
Last Date for the submission of an Online Exam form **(With Late Fee + Special Late fees of Rs. 300/- per day)**	12.11.2024

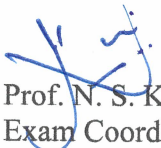**Cadets must refer to the following instructions while submitting the Examination form.**

1. No cadet will be allowed to submit the exam form after 12-11-2024.

2. Cadets without an authenticated Hall Ticket will not be allowed to appear for Theory/Practical/Jury/Viva etc. End Semester Examinations.

3. Instruct cadets not to use mobile phones for backlog fee payments. They must use a computer or laptop.

4. Cadets should verify their program name, pattern, and course details (both electives, compulsory, SHD and SCIL etc. courses) before submitting the exam form. If they have any doubts, they should contact their mentor, faculty, or Exam Coordinator.
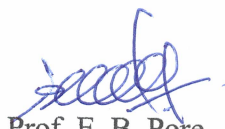
General Instructions:

1. For First Year cadets that their Enrollment Number is their User ID, and their Mobile Number is the password for accessing the Exam Portal: https://cadet.mitapps.in/itxlogin.

2. Cadets are advised to verify and confirm his / her, Mother's and Father's Name and all details. If there is any correction in the profile, cadets have to apply in prescribed application form for correction before 12.11.2024 to the respective cadet section of the school. If application of the correction is not received in the stipulated period, cadets will have to pay Rs. 500/- for each Grade Card.

3. Cadets must update their profile, including their scanned signature and photograph, if not already uploaded, via the "Update Profile" link. A photograph, signature, Address, ABC ID, and name as per Aadhaar are mandatory for exam form submission. The attached help file should be shared with the cadets for guidance on form filling.

4. If cadets have cleared their fee dues and eligibility issues during the Diwali Vacation, the same will be resolved from 04.11.2024 to fill up the exam form.

5. Please remind cadets that if their form shows the 'NEW' state, it is not considered submitted. Only forms in the 'APPLIED' state will be available for approval at school level.

6. Please note, after the last date with Special Late Fees, the form submission link will be disabled, and cadets will not be able to appear for the exams.

7. Cadets with backlog courses must pay Rs. 1,000 per course as backlog exam fees. They should use only a computer or laptop for successful fee payment.

8. Cadets failing to submit the exam forms will not be eligible to appear for **odd Semester End Examinations 2024-2025.**

9. Please note that as per the instructions of the University, examination forms of the cadets having outstanding fees will NOT be APPROVED by the concerned authorities.

10. **Cadets who had appeared for re mid-term examination & Re-CA of backlog subjects have to select and apply for respective subjects. If the respective subject is not selected & applied by a cadet, then the updated marks cannot be updated in the online portal of MIT ADT University & which will not be reflected in the final result.**

11. **The cadet whose earlier result is on hold due to any reason cannot fill the Examination Form.**

    Cadets should check and verify the programme name, pattern, and course information (Electives as well as compulsory courses) before submitting the Online exam form.

For any queries related to outstanding fees cadets may contact the accounts department & cadet section.

Prof. N. S. Kamthe
Exam Coordinator

Prof. E. B. Pore
Head of Examinations

Capt. Pierit Misra
Principal

C.C.: Mr. Ravindra Jadhav -DH Hostel (For announcement in the night muster)
Prof. Rajesh Jagatap – (For uploading on MANET website)