

DESPU/VC/220101/2026-2027/ 24

Date: 15/10/2026

CIRCULAR

**Backlog Examination Form Filling and Submission (In online Mode)
December 2026 Session**

Note: There is no exam form filling process for regular Theory and Practical Examinations.

This is to inform you that the process of **filling out and submitting backlog examination forms** for the **Theory and Practical Examinations of the December 2026 Session** is commencing for all programmes offered under the following Schools.

- School of Engineering and Technology
- School of Science and Mathematics
- School of Humanities and Social Sciences
- School of Business and Management
- School of Design and Art

All eligible students with backlog courses are advised to complete the examination form-filling process and submit their forms within the stipulated timeline.

Examination Fees (Amount in (₹) INR)

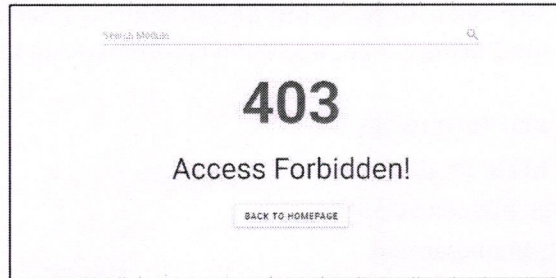
Sr. No.	Exam Type	Theory (ESE) Examination (Per Course)		Internal Assessment (CA)	Practical / Oral (ESE) (Per Course)		Dissertation / Project / Internship (If ESE applicable)
		UG	PG	UG / PG	UG	PG	UG / PG
1	Backlog	₹ 300 /-	₹ 300 /-	₹ 150/-	₹ 300 /-	₹ 300 /-	₹ 300 /-

- Submission of exam form without late fees **15-10-2026 to 21-10-2026**
- Last date for the submission of exam form with late fees (Rs. 1000/-) – **22-10-2026**
- Last date for the submission of exam form with super late fees (Rs. 1500/-) – **23-10-2026**

Instructions

1. Student must login to the website **<https://learner.despu.edu.in/>**. Use your login credentials to fill up the examination form and pay examination fees in **online mode** only.
2. Student must upload their recent passport size photo, photo of signature, enter mother's name and ABC ID / APAAR ID in their ERP profile, without these details Examination form will not be accessible to the student.
3. The examination form can be filled **ONLY Once**. Students must carefully read instructions before filling the form online.
4. Student must verify their course details (course name, course code, etc.) before final submission of the examination form and fees. If there are any queries/discrepancies related to course details, they must contact to their School Examination Officer or Head of School **BEFORE** filling the examination form.

5. Confirm that the backlog subjects whether it is Continuous Assessment (CA) or End Semester Examination (ESE) or Both are ticked. (It is recommended to use Desktop / Laptop for exam form filling)
6. **STUDENTS MUST NOT FILL THE FORM IF THERE ARE ANY DISCREPANCIES RELATING TO COURSE DETAILS for which you will be appearing for the examination.**
7. After successful **submission of examination form and online payment**, all students must keep the printout or PDF file of examination form and online payment receipt with them for future reference. Do not submit to the Examination Department.
8. Student must download, print the hall ticket and take the signature of Head of School on hall ticket printout before appearing for the examination.
9. The notification for downloading the hall ticket will be communicated separately.
10. If you are unable to open the **Examination Tab** or get the **following message when you click on Exam form**, contact **Registrar office in room no. L-111 located in DES Pune University main building.**



11. In case of other technical issues, immediately contact to the Examination Department between 10:00 am to 1:00 pm on or before 21st October 2026.
12. Student must carry DES Pune University, Pune Identity card while visiting to the Examination Department. Also, while appearing for the Examination.
13. In case of the delay in the Examination Form filling process, the late fee as well as super late fee is applicable after 21st October 2026.


15/10/2026

Controller of Examinations
DES Pune University, Pune

