OFFICE OF THE CONTROLLER OF EXAMINATIONS
::DARRANG COLLEGE (AUTONOMOUS):: TEZPUR

Ref. **DC(A)/COE/26/ 123** **Dated- 20-11-2026**

NOTICE

(1st Semester Examination Form Fill up- FYUGP & ITEP)

(Regular)

This is for information to all FYUGP and ITEP regular students of 1st Semester that Examination form fill up will be started from 20th of November, 2026 (6.00 p.m.) and continue upto 4.00 p.m. 23rd of November, 2026.

Students need to do the form fill up by visiting the website- ***darrangcollege.samarth.edu.in***

A guideline for form fill up and fee payment is enclosed.

Controller of Examinations
Darrang College (Autonomous)

Controller of Examination
Darrang College (Autonomous)
Tezpur, Assam

Copy to the:

1) Principal, for information.
2) Vice Principal for information.
3) Member Secretary, for information.
4) Associate Nodal Officer, SAMARTH for information and necessary action.
5) Exam Branch for information and necessary action.
6) College website.
7) File.

Controller of Examinations
Darrang College (Autonomous)

Controller of Examination
Darrang College (Autonomous)
Tezpur, Assam

GUIDELINES FOR EXAMINATION FORM FILLUP and FEE PAYMENT
FYUGP/ITEP 1st Semester (Regular)
DARRANG COLLEGE (AUTONOMOUS)

- **The Examination Form Fill-up and Fee Payment need to be completed through https://darrangcollege.samarth.edu.in/**

STEPS TO FOLLOW

1. Visit https://darrangcollege.samarth.edu.in and login to your account.
2. Click the submenu "**Registration**" in the "**Examination**" Menu from the panel displayed in the left side.
3. Click on the button that shows "**CLICK HERE FOR EXAMINATION FORM**"
4. Choose the PwD status and other details from drop-down menu
5. Check the list of courses displayed and click the "**SUBMIT"** button.
6. After Submission, click on the payment link **"PAY WITH RAZORPAY"**
7. Pay the requisite amount shown in the next screen using suitable online payment option and WAIT FOR SOME TIME UNTIL THE PAGE RELOADS automatically. **(DON'T REFRESH OR BACK YOURSELF)**
8. On successful Payment, a "SUCCESS MESSAGE" will appear along with an option to download the pdf of application.

IMPORTANT POINTS:

- In case payment deducted but not updated in Samarth Portal, the following steps need to be done.

1. Click the submenu "**Fee**" in the "**Students**" Menu from the panel displayed in the left side.
2. Click the button **ALL TRANSACTIONS**
3. All transactions attempted will be displayed in a list along with a button showing **CHECK PAYMENT STATUS.**
4. Click the **CHECK PAYMENT STATUS** button one by one to update the status of payment.
5. On successful transaction a confirmation message in green colour will appear at the top.
6. In case the transaction remains **UNSUCCESSFUL** even after applying Step 4 above; Repeat the procedure in **STEPS TO FOLLOW.**
7. **AN APPLICATION IN DRAFT STATE IS INCOMPLETE**

*****END OF DOCUMENT*****