



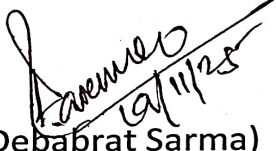
Gauhati Commerce College: Guwahati-21

NOTICE:: DATED : 19-11-2025

**(Examination Form Fill-up of M.Com. 3rd Semester Examination
2025, Batch :2025)**

It is for the information of all the students of M.Com. 3rd Semester (2025 batch) that the Examination Form Fill Up process for the M.Com. 3^{es} Semester Examination 2025 will be done through the **SAMARTH portal**.

- 1. The last date for filling up the form is fixed by GU is 23rd November, 2025 (without fine) & 25th November, 2025 with a fine of Rs. 550/-)**
2. For Centre fee payment login to college portal www.gcc.ac.in, open the link "online services & payment" and sign up, fill-up the required information and pay Rs. 500/- online. (centre fee)
3. The Examination Fee Payment is integrated with the online examination form fill-up process.
4. Students must complete the Course Registration and then Examination Form Fill-up within the prescribed timeline.
5. After filling up the form and pay the centre fee, students have to deposit the downloaded form and the centre fee payment receipt in the office of the M.Com. Department within the stipulated time.
6. Steps to follow by candidates to fill up Examination Form is attach herewith.


(Dr. Debabrat Sarma)
Co-ordinator i/c
M.Com. Department
Gauhati Commerce College
Guwahati-21

Annexure I

Steps to follow by candidates to fill up Examination Form

1. Log in to your account through <https://gauhati.samarth.edu.in/>
2. Click on the "Examination Registration" from the left hand panel after login
3. Click on "Click here for Examination Form"
4. Select your PwD status (if not belonging to PwD, select not applicable from drop down menu)
5. Verify all courses which are listed. Courses will be available for those candidates only who had completed the course Registration process successfully .
6. Those who did not complete course registration must not proceed further to pay the Examination Fees .
7. Then click on submit button .
8. After this select the payment option as "Razorpay"
9. Pay the requisite amount shown .

Note:

1. These steps are necessary actions to successfully submit the Examination Form.
2. Please don't refresh while doing the transaction. It may cause failure of the Examination Form submission.
3. If your Form status remain as "Draft" after attempting payment of fees, then do the following in the portal to check the payment status: Dashboard >> Fee (in the left-hand side panel) >> all Transactions >> check payment status . If payment was successful , then the form will be submitted after clicking "Check payment Status" and confirmation message in Green colour will appear at the top.