PADRE CONCEICAO COLLEGE OF ENGINEERING, VERNA, GOA

Instructions to students for submission of

Examination Form / Revaluation Form / Verification Form

for Semester I to Semester IV

(new process w.e.f. January 2025 onwards)

<u>Step 1</u> – Fill the exam form / revaluation form / verification form (*separate for each semester*)

<u>Step 2</u> – Get the form and fees amount verified by PCCE Examination Section.

Step 3 - Do the **online payment** (follow the procedure below).

<u>Step 4</u> – Download 2 copies of the fees payment receipt, attach both copies to the form and submit to PCCE Accounts Section **before the last date**.

VIMP - All 4 steps have to be completed.

<u>Till Step 4 is completed, the form will be considered as "not submitted by the student".</u>

Procedure to make the online payment (Step 3)

- a) Go to https://pccegoa.edu.in/
- b) Click on HDFC Bank Pay Fees Online under Important Links



c) Enter your Roll No.



d) Select the Semester for which you want to pay Exam / Revaluation / Verification Fees (you can select and pay for only one semester per transaction).

E.g. If you wish to pay Revaluation Fees for Semester 2, select the box, enter the fee amount under **Pay Partial Amount** and click **Continue and Pay**

-		Description		Total Amount	Pay Partial Amount
+	Fees Breakup	Revaluation fee Sem 1	[0.00	
<mark>⊻</mark>	Fees Breakup	Revaluation fee Sem 2		0.00	Enter amount here
+	Fees Breakup	Revaluation fee Sem 3	[0.00	
+	Fees Breakup	Revaluation fee Sem 4	[0.00	

e) After completing the payment, download 2 copies of the receipt, attach both copies to the form and submit to PCCE Accounts Section before the last date