

MIT | Arts, Commerce & Science College

An Autonomous College Affiliated to Savitribai Phule Pune University
Accredited by NAAC with "A" Grade

Examination Section

Academic Year 2025-26

Date: 04-May-2026

NOTICE

Subject: - Online Examination Form Filling for April 2026 Examination.

All **First Year (FY)** students of **B.C.A. / B.B.A. / B.B.A. (I.B.) / B.B.A. (C.A.) (2025 Pattern)** programmes are hereby informed that the online examination forms for the **Regular/ Backlog April 2026 examination** are now open for submission. Students are advised to complete the process within the stipulated deadlines as per the schedule provided below:

Examination Form Submission Schedule:

Exam form online submission date without late fee		Online submission date with late fee		Online submission date with Super late fee	
Start Date	End Date	Start Date	End Date	Start Date	End Date
04/05/2026	12/05/2026	13/05/2026	14/05/2026	15/05/2026	16/05/2026

Important Instructions:

1. Applicable examination fees will be available on the **Examination Module in MasterSoft ERP**. Students must verify the fee details before making payment.
2. Students are strictly instructed **NOT** to pay examination fees through **Kotak Mahindra Bank** . .


Controller of Examinations




Director



User Manual

Student Exam Registration Process

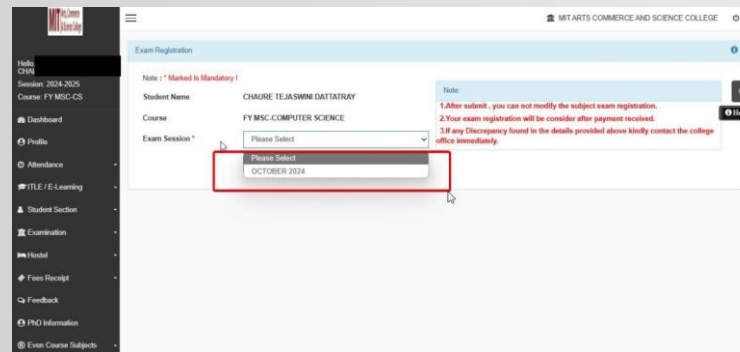
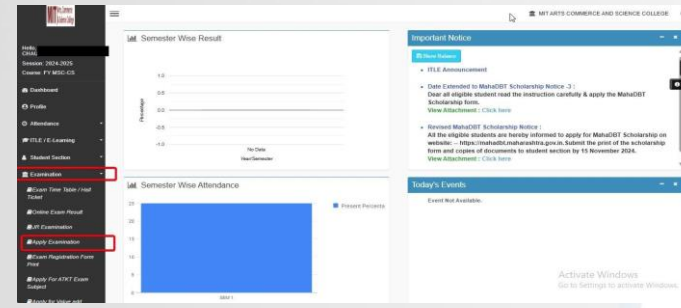
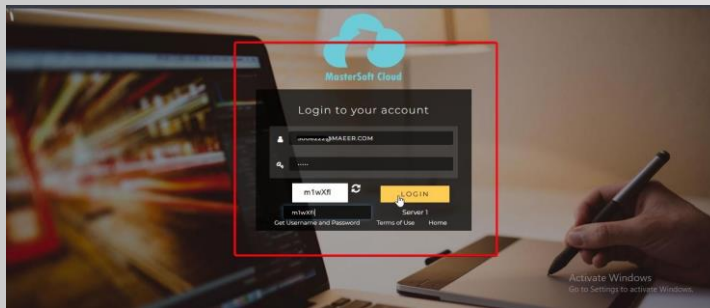
1. Use any browser to access the student portal MasterERP web application by this link

Link - <https://cimsstudent.mastersofterp.in/>

2. Login with ERP credential (Username and Password)

3. Click on Examination > Apply Examination tab.

4. Select Exam Session - For F.Y: April 2026(2025 Pattern) / For S.Y. : April 2026 (2024 Pattern)

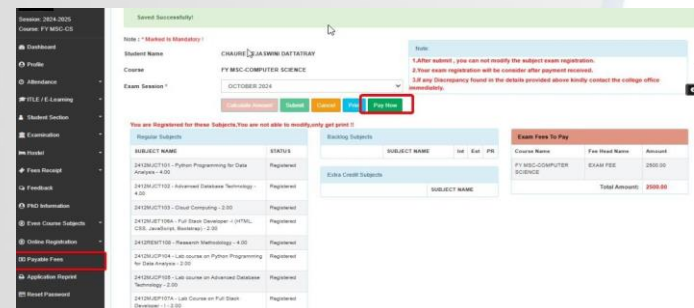
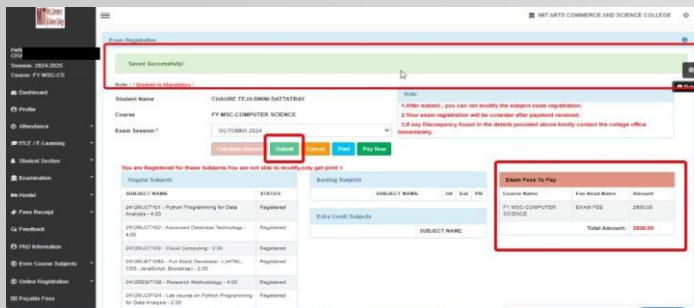
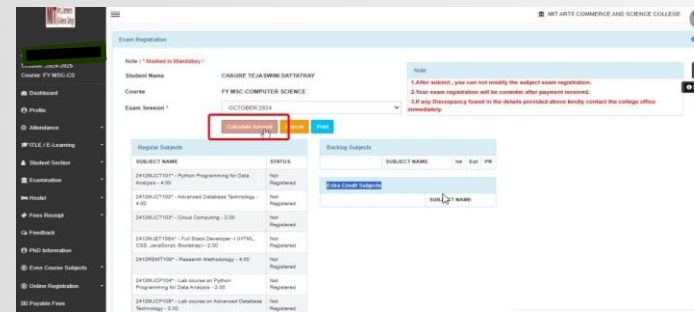
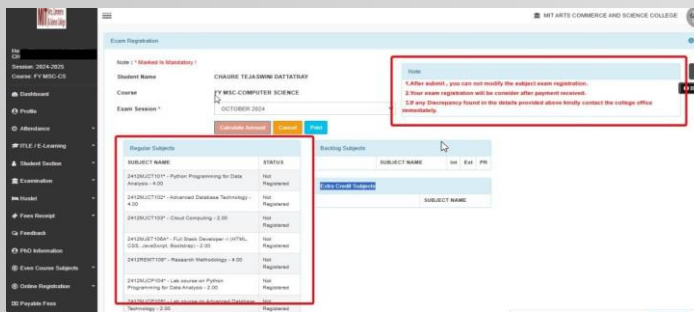


5. Verify Allotted Subjects.

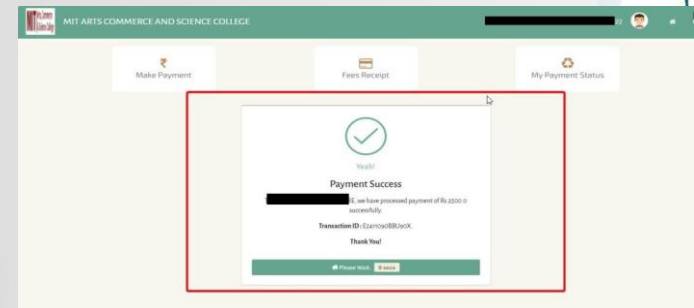
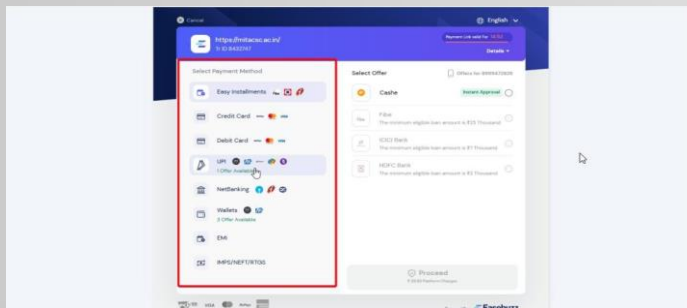
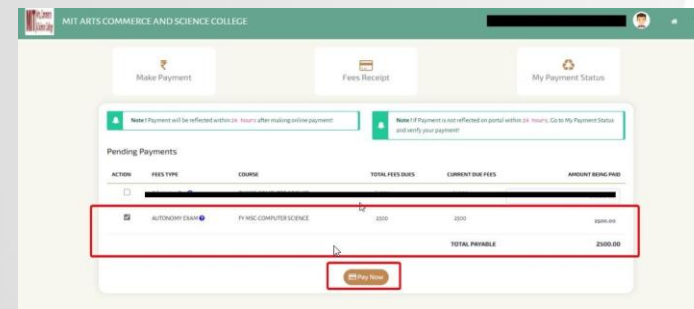
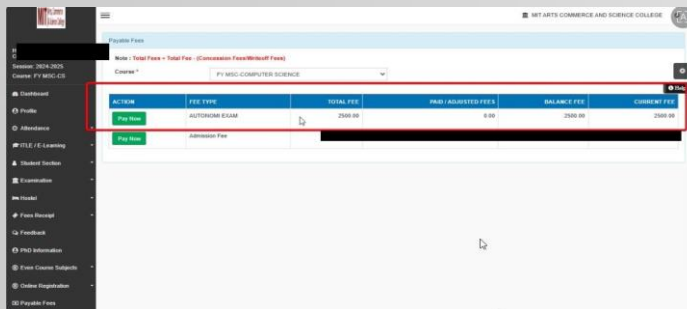
6. Click on **Calculate Amount** tab verify your Exam Fees.

7. Click on Submit tab and will receive the “Saved successfully” Message.

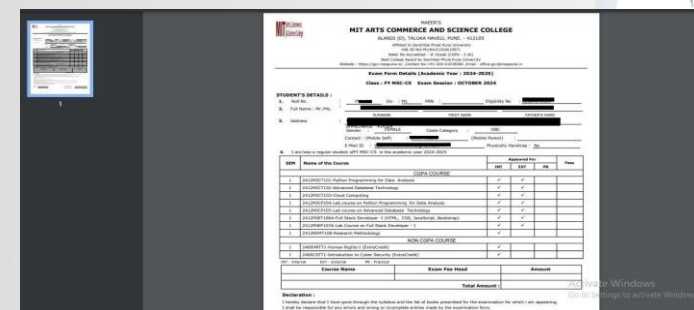
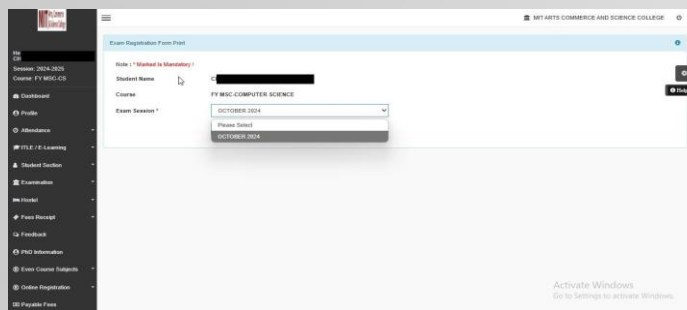
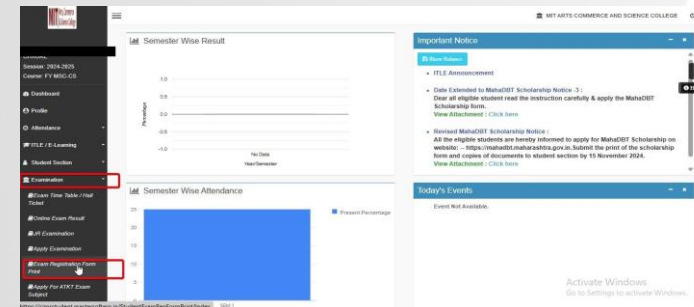
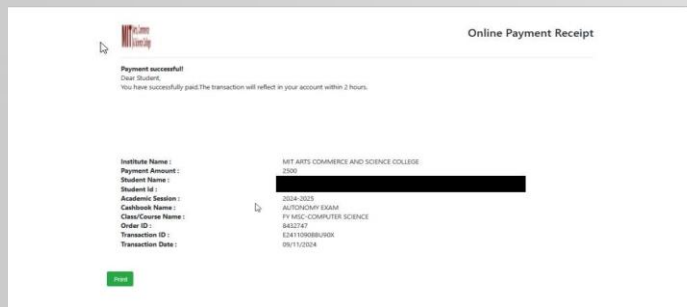
8. Proceed to Exam fees payment Process by **Pay Now** tab.



9. Click on Pay tab for **Exam Fees**
10. Proceed to exam as per motioned screenshots.
11. Select the **Payment type** optional (UPI, Card, Net banking..Etc)
12. Make Sure Payment transaction completion Message **"Payment success."**



9. Will receive Online Payment receipt.
10. The Exam registration form will be generated within 5-6hrs
11. Confirm Generated Exam registration form by Examination > Exam Registration from print Tab
- 12 Exam form Registration completed.





Thank You