

INSTITUTE OF HOTEL MANAGEMENT, KOLKATA

CATERING TECHNOLOGY AND APPLIED NUTRITION
MINISTRY OF TOURISM, GOVERNMENT OF INDIA



Reference No : IGNOU/TEE-JUNE/2019-2020

Dated:12/03/2020

EXAMINATION CELL

MOST URGENT

TERM END EXAMINATION-JUNE,2020

All the students of BHM & MHA programme are hereby informed that henceforth, they will have to appear for the Term-End- Examinations (TEE) June 2020 at the regular examination centres of IGNOU and students have to apply /submit their examination forms online on IGNOU's website. **IHMs will NOT be the centres for IGNOU exams.** Students of BHM and MHA programs would be required to indicate their preferred IGNOU Examination Centre, which will be other than their institute of study, as per list of IGNOU examination centres (*Tentative Exam Centre List will be available in IGNOU website as well as our institute website*).

This is to further inform that the link for submission on-line examination forms for June 2020 has been opened on IGNOU's website. Students are requested to submit online form by going through this link(<http://exam.ignou.ac.in/>) as per the schedule mentioned below:

Dates	Amount of late fee wherever applicable	EXAM CENTRE
11th March, 2020 to 31st March, 2020	NIL (WITHOUT LATE FEE)	The exam centre will be allotted on first come first basis. In case the sitting at the centre has exhausted you may please select the alternate centre.
1st April, 2020 to 30th April, 2020	Rs.500	
1st May, 2020 to 20th May, 2020	Rs.1000	Exam centre will be only at the city of the Regional Centre

Furthermore, Semester 4(ITR) students have already submitted their TEE form before going to Industrial training. They are requested to submit TEE form through online IGNOU portal. Subsequently they are also requested to collect their examination fees from the Institute cash department which was paid by them earlier. They are advised to show their IGNOU examination fee receipt to the cash counter.

Under any circumstance, Institute will not be responsible for any delay or server problem during online form submission. Students are advised to submit their form well in advance. For any guidance feel free to contact examination cell.

Sd/-

**AMITAVA KUMAR SEN
HEAD OF DEPARTMENT
EXAMINATION AND TRAINING & PLACEMENT**