

No. 03 /Reg./RPCAU, Pusa

Date: 07 / 04/ 2026

**OFFICE ORDER**

In pursuance of the decision of XVII meeting of Academic Council held on 04.02.2026, the supplementary examination system for undergraduate programmes is hereby implemented with immediate effect.

The regulations for supplementary examination system are as follows:

- (i) The Supplementary Examination shall be applicable to students who have missed the End-Term Examination for any valid reasons and to those who have failed in the End-Term Examination, except in cases involving the use of unfair means.
- (ii) A student shall be eligible to appear in the Supplementary Examination subject to the following conditions:
  - (a) The student was eligible to appear in the End-Term Examination.
  - (b) The student has not exceeded the maximum permissible limits of Supplementary Examination.
  - (c) The student has paid the prescribed fee and accepted the terms and conditions governing the examination.
- (iii) The maximum permissible limits under the Supplementary Examination system shall be as follows:
  - (a) A student may avail a maximum of five (5) courses throughout the entire UG programme.
  - (b) Not more than three (3) courses may be taken in a single semester under the Supplementary Examination system.
- (iv) The fee for the Supplementary Examination shall be Rs. 2,000/- per course.
- (v) **Application Procedure**
  - (a) The student shall apply for the same in prescribed proforma to the Academic in charge within stipulated time as per the Academic Calendar.
  - (b) The Academic In-charge will verify the eligibility and genuineness of the case, direct the student to deposit the fee and forward the same to the Dean.
  - (c) The Dean will recommend and forward the duly signed proforma to the Registrar.
  - (d) The Registrar shall inform the EE&EC for necessary action regarding conduct of supplementary examination.
- (vi) **Other Terms and Conditions for Supplementary Examination**
  - (a) A student who avails the Supplementary Examination system shall not be eligible for any University medals.
  - (b) If a student fails in the Supplementary Examination, he/she shall be required to re-register the concerned course with the junior batch.
  - (c) A student shall not be permitted to avail the Supplementary Examination more than once for the same course.
  - (d) The final transcript shall not indicate whether a course was cleared through the Supplementary Examination.
  - (e) A student who fails in the End-Term Examination due to the use of unfair means shall not be eligible to appear in the Supplementary Examination for that course.

*Handwritten signature and date:*  
7/4/2026

The maximum number of courses that may be taken under this system for the ongoing semesters is determined on a proportionate basis, as follows:

Batch	Permissible limit of courses under supplementary exam
2025-29	05
2024-28	03
2023-27	02
2022-26	01

The schedule and prescribed proforma are attached.

*A Chavan*  
7/4/2026  
Registrar

CC for information and necessary action to:

1. Hon'ble Vice-Chancellor, RPCAU, Pusa for information through the Secretary.
2. All Deans/Directors/HoDs /Director Education/Director, SAB&RM, RPCAU, Pusa.
3. Comptroller/ Assistant Comptroller/ University Librarian
4. Dy. Registrar (Estt.)/Dy. Registrar (Academic)/O/I EE&EC/Section Officer, Examination, RPCAU, Pusa.
5. O/I e-Governance Cell for uploading on university website.
6. PA/Dealing Assistant, Registrar Office for records.

**DR. RAJENDRA PRASAD CENTRAL AGRICULTURAL UNIVERSITY  
PUSA, SAMASTIPUR - 848 125, BIHAR, INDIA**

L.No. 04 /Regr/RPCA, Pusa

Dated 07/04/2026

**Calendar of Supplementary Course for 2025-29 Batch**

SN	Particulars	Supplementary Course
1	Last Date for application by student	13.04.2026
2	Submission of form to the office of the Registrar	15.04.2026
3	Supplementary Examination	23.04.2026 to 25.04.2026
4	Last date to upload the External grade by the EE&EC on IUMS Portal.	30.04.2026
5	Last date for declaration of results and upgradation of semester report	04.05.2026

*P. C. Prasad*  
Registrar 7/4/2026

CC: For kind information and necessary action to

1. Secretary to V.C. for kind information to the Hon'ble Vice-Chancellor, RPCAU, Pusa.
2. All Deans/ HoDs / DoE/ DSW/ Co-ordinator, SAB& RM/ University Librarian / O/I, External Exam & Evaluation Cell / Dy. Registrar (Acad.) / Asstt. Comptroller (Hq.) / Cashier (Hq.), RPCAU, Pusa.
3. Section Officer/Dealing Assistant, Registrar Office, RPCAU, Pusa.
4. E-governance Cell, RPCAU, Pusa for upload the University website.

**Dr. Rajendra Prasad Central Agricultural University**  
**Pusa, Samastipur – 848125, Bihar**

**Application for Supplementary Examination**

**Name of the College/School:**

<b>SN</b>	<b>Particulars</b>	
<b>1</b>	Name of the Candidate	
<b>2</b>	Registration Number	
<b>3</b>	Degree Programme & Semester	
<b>4</b>	Name of the Course (s) for which Supplementary exam is/are applying	
<b>5</b>	Reason(s) for applying for Supplementary Examination	
<b>6</b>	Signature of Candidate with date	

The application has been verified and found that application is well within the rule. The student has submitted payment of Rs.....and the payment slip is/are attached.

(Signature of Academic In-Charge)

Recommended and forwarded for the supplementary Examination.

(Signature of Dean/Co-Ordinator)

**Registrar**