1. After logging into student self-service, on landing page you could see a button called YOU’RE YOUR EXAM FEES HERE”:

![Image of student self-service dashboard with a button labeled "Pay your Exam Fee here"]

2. After clicking on the Button you will be redirected to exam enrollment form:

![Image of exam enrollment form with a button labeled "Exam Enrollment"]
3. There is a “EXAM ENROLLMENT” if you click on it you will be redirected to the screen where you will be able to enroll all the regular and backlog subjects:

![Exam Enrollment Form](image1.png)

**Exam Details**

- **Exam Session**: May 2020
- **Academic Year**: 2019-2020

**Student Details**

- **Student Number**: 16002165501
- **School Code**: SAMS
- **School Name**: SAMS-School of Mechanical Science
- **Program Name**: B. Tech Mechanical Engineering
- **Student's Roll No**: 2850
- **Award**: B. Tech.

**Subject Enrollment Details**

**Regular Enrollment**

**Form Status**: Pending

### SEMESTER 3

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Subject Type</th>
<th>Subject Name</th>
<th>Subject Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Theory</td>
<td>Transforms and Applications</td>
<td>MAB 2181</td>
</tr>
<tr>
<td>2</td>
<td>Theory</td>
<td>Electronics for Mechanical Systems</td>
<td>ECB 2181</td>
</tr>
</tbody>
</table>

**Form Status**: Pending

### SEMESTER 4

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Subject Type</th>
<th>Subject Name</th>
<th>Subject Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Theory</td>
<td>Machine Component Design</td>
<td>MEB 2211</td>
</tr>
</tbody>
</table>

**Backlog Enrollment**

**Form Status**: Pending

### SEMESTER 4

<table>
<thead>
<tr>
<th>S.No.</th>
<th>Subject Type</th>
<th>Subject Name</th>
<th>Subject Code</th>
<th>Enrolled Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Theory</td>
<td>Machine Component Design</td>
<td>MEB 2211</td>
<td>☐</td>
</tr>
</tbody>
</table>
4. So once you click on the subjects which you want to enroll then fee will generated automatically at the down side and there you have a submit button where if you finally want to submit the form you can click on it. Then it asks for confirmation:
5. After clicking on Proceed you will be redirected to Payment Gateway where you can pay your final amount: