

**C I R C U L A R**

Sub: Submission of Odd Semester regular and carry over paper Examination Form for the Session 2025–26-reg.

All the students of B.Tech, B.Pharm, M.Pharm, MCA, MBA, and Ph.D. programmes are hereby informed that the process of filling the Examination Form for the Odd Semester Examinations (Session 2025–26) will commence from 10-11-2025. As per the University Academic Calendar for the session 2025–26, the Odd Semester regular and carry over subjects Examinations for all programmes (except D.Pharm) are tentatively scheduled to commence from 23<sup>rd</sup>, December 2025. The detailed and tentative examination schedule will be notified shortly.

JSS University, Noida, manages all examination-related activities—including academic updates, attendance, documents, results, examination forms, fee payments, online study materials, and other student services—exclusively through the EMS Student Portal and/or the UNICLARE Mobile App.

Therefore, all students of the above-mentioned programmes (including eligible Ph.D. scholars) are required to fill their Odd Semester Examination Form for the session 2025–26 through the Student Portal via Examination Management Software (EMS) or the UNICLARE Mobile App.

The Examination Form will be available from 15-11-2025 to 25-11-2025, and regular students are required to pay the prescribed Examination Fee of ₹7,500/- for the session 2025–26 and for carry over students should pay Rs. 1000/- as carry-over examination fee per subject within the stipulated time along with the examination form.

**SCHEDULE FOR EXAMINATION FORM SUBMISSION**

Sl. No.	Particulars	Date
1.	Release of Examination Application Form (Online) by Examination Section	15.11.2025
2.	Last date for filling examination form and Examination Fee (without fine)	25.11.2025
3.	Last date for payment of Examination Fee (with fine of ₹500/-)	02.12.2025
4.	Last date for payment of Examination Fee (with fine of ₹1,000/-)	07.12.2025

## Examination Fee details for the session 2025-26

Sl. No.	Examination Type	Amount
1	Regular examination fee for the session 2025-26 (Both semesters Rs. 7400 + Rs. 100 registration fee for odd semester)	Rs.7,500/-
2	Carry over the examination fee per subject	Rs.1,000/-

**Web Link:** <http://studentportal.universitysolutions.in/>

**Mobile App:** [UNICLARE Pro on App Store](#)

Hence, all students are required to register themselves on the students Portal or the UNICLARE Mobile App and fill the regular and carry over examination form. A detailed step-by-step registration process is provided in the Annexure attached to this circular.

It is mandatory for all students to complete the Examination Form and Fee Payment process within the prescribed dates to become eligible for appearing in the Odd Semester Examinations (Session 2025–26).

Students are advised to regularly visit the University Website and Notice Boards for further updates regarding examination schedule notifications.

Controller of Examination

To: 1. All Students of B.Tech, B.Pharm, D.Pharm, M.Pharm, MCA, MBA, and Ph.D  
2. Student Notice Boards/WhatsApp groups/Email.

Copy to:1. All Class Coordinators – are requested to circulate this information among your class students through WhatsApp groups and ask the students to fill the examination form.  
2. Dean (E&T), Principal-College of Pharmacy, Dean (SW) & Academic Coordinator, Dean-EDGE, Dean (BQS) and Dean-R&D (Pharmacy).  
3. HoDs-CSE, CSE-AIML, ECE, RAI, Chem, Phy, Eng, Maths, MCA, MBA and HoDs of the College of Pharmacy.  
4. Asst. Registrar (Administration), Asst. Registrar (Academics), Asst.-Registrar (Examination) and Asst. Registrar (Research).

Copy to:1. Hon'ble Vice Chancellor -JSS University, Noida  
2. Registrar-JSS University, Noida

For kind information Pl.

Encl: Step-by-step registration process.



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## Step by Step Process for Students Portal

### Student Portal

- Open internet browser – such as Mozilla Firefox, Chrome. Mozilla Firefox is recommended for better performance.
- To Login directly type <http://studentportal.universitiesolutions.in/> in the address bar of the brows
- Login screen will be displayed as shown below.



### Registration

- First time users are required to register into the portal.
- Click on “Register Now” to register.
- Enter the USN / Reg. No. and Capta Generated.





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- Click on “Validate” to verify the given USN / Reg. No. and other details of the user.

A screenshot of the 'Welcome To Student Portal' sign-up form. The form is overlaid on a background image of a classical building with columns. The form fields include: 'ADM. No. / USN / Reg. No.' (with a dropdown menu showing 'U00ME240001'), 'Mobile' (with a dropdown menu showing '742004'), 'Email Address', 'Date of Birth' (format dd/mm/yyyy), 'Father Name', 'Mother Name', 'Password', and 'Confirm Password'. A 'Send OTP' button is located at the bottom of the form.

- On confirmation of correctness of the details, fill up all the required fields and click “Send OTP” button to receive the OTP.
- OTP will be sent to both mobile number and email id.
- Enter the mobile OTP and email OTP and click on “Signup” to register.
- On successful registration, user can login into student portal with mobile number and the password.
- Student can also login into the Unicare app using the same mobile number and password set during the registration process.



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### Uniclare Mobile App

- Goto Google Play / iOS Store and download and install the Uniclare App.
- Google Play link: <https://play.google.com/store/apps/details?id=com.uniclarepro>
- iOS link: <https://apps.apple.com/app/uniclare-pro/id6736583676>
- After installation, user screen will look like given below
- If the student has already registered into student portal, then student can directly login into Uniclare App directly.

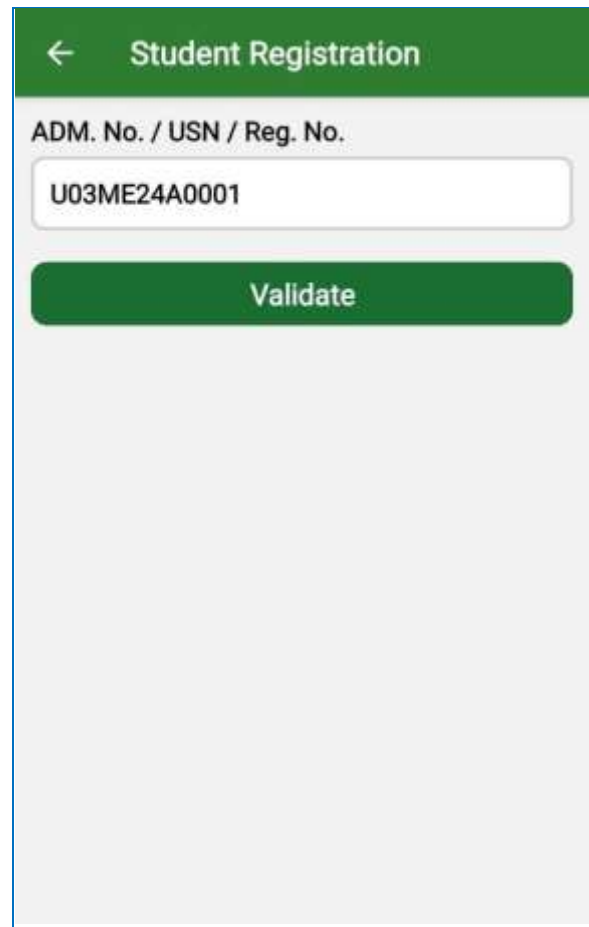
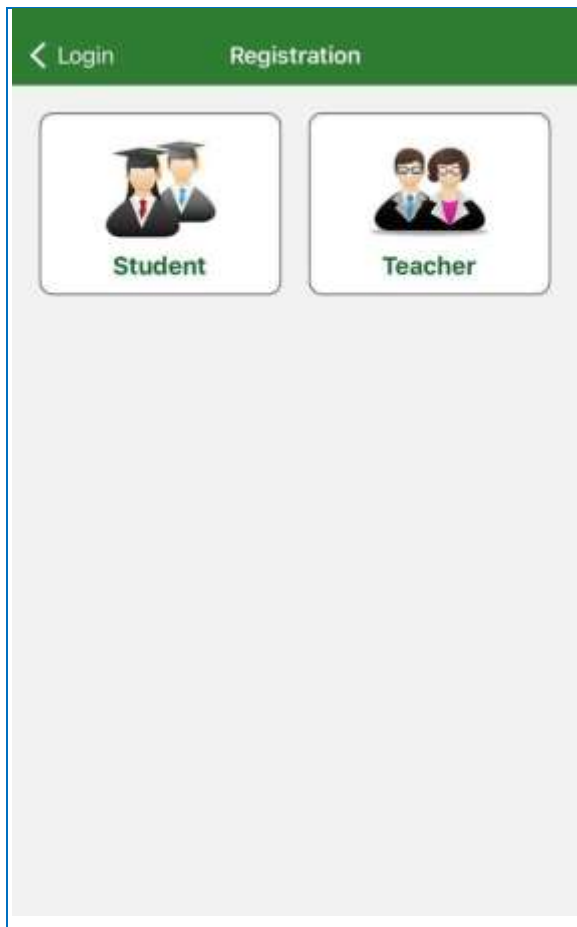
The image shows the login screen of the Uniclare mobile app. At the top, there is a header with the word 'Uniclare' in a large, bold, black font, followed by a green checkmark icon with a graduation cap on top. Below the header, the text 'SIGN IN' is displayed in a smaller, green font. Underneath, there are two input fields: 'Mobile Number' and 'Password'. The 'Mobile Number' field has a placeholder text 'Mobile Number'. The 'Password' field has a placeholder text 'Password' and a small eye icon to its right. Below the password field, there is a link that says 'Forgot Password?'. At the bottom of the form, there are two green buttons: 'Login' and 'New Account? Click Here'.



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### Registration

- First time users are required to register to the app.
- Click on “New Account? Click Here” to register.
- Student must select the “Student” icon to proceed for registration
- Click on “Validate” to verify the given USN / Reg. No. and other details of the user.





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← Student Registration

ADM. No. / USN / Reg. No.  
U03ME24A0001

Student Name: Adarsh G  
Father Name:  
Mother Name:

Mobile Number

Parent Mobile Number

Email ID

Date of Birth  
DD/MM/YYYY

Password

Confirm Password

Send OTP

- On confirmation of correctness of the details, fill up all the required fields and click “Send OTP” button to receive the OTP.
- OTP will be sent to both mobile number and email id.
- Enter the mobile OTP and email OTP and click on “Signup” to register.
- On successful registration, user can login with mobile number and the password.



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- After Successful Login, Homepage will be displayed like given below.

