



ಸೈಂಟ್ ಜೋಸೆಫ್ಸ್ ವಿಶ್ವವಿದ್ಯಾಲಯ

ST JOSEPH'S UNIVERSITY

Ref: SJU/Exam/231/25-26

Date: 26.09-2025

FOUNDATION COURSE SUPPLEMENTARY EXAMINATION – OCTOBER 2025 **(For non-NEP students)**

It is hereby notified that UG students belonging to the **batch of 2020 (whose register numbers begin from 20) and earlier** are permitted to apply for the odd semester (semester I, III and to V) foundation course supplementary examination.

A student may apply for more than one course if he/she has more than one pending course in the odd semester.

Steps to apply for the supplementary foundation course examination

1. **Step 1:** Scan the QR code (attached on page 3 of this notice) to make the payment. Rs. 500 must be paid for each course applied for. If the student has more than one pending course, he/she may apply for all of them in a single transaction.
2. **Step 2:** To register, carefully fill out the Google form by clicking the link https://docs.google.com/forms/d/e/1FAIpQLSd6GazXp_0AdYJZPXs1d0ZIPk_389Q7iJMek6xOlcqvqdBssfA/viewform?usp=sharing&ouid=100151931843398901275 and ensure to attach a screenshot of the proof of transaction with all transaction details clearly visible.

If applying for more than one foundation course, please ensure you select all the courses applied for.

If students face any technical issues in registering on the portal, kindly contact itcellexam@sju.edu.in well before the last date of registration.

Important dates regarding registration and the examination

1. The registration via Google Form opens at **10 am on Thursday, 25th September 2025**, and will close at **10 am on Saturday, 4th October 2025**. No requests for extension of the deadline will be entertained.
2. On Monday, **6th October 2025**, the list of eligible candidates with the subjects they have applied for will be posted on the University website (www.sju.edu.in). Discrepancies/ errors (if any) must be brought to the notice of Ms. Poonam Ahuja by **10 am on 7th October 2025**. by sending an email to poonam.ahuja@sju.edu.in with the following details:
 - Candidate's name
 - Registration number
 - Correction/s to be made
3. The exam for the FC will be scheduled on the Linways portal by **10 am on 15th October 2025**. Students who cannot view the examination must report the case to the FC coordinator by **10 am on 16th October 2025** via email on poonam.ahuja@sju.edu.in. Grievances received after the deadline will not be entertained.
4. FC Exam will be held on Friday, **17th October 2025**, as per the timetable given below.

Date	Day	Time	Title of Foundation Course
17.10.2025	Friday	10 am – 10:45 am	Indian Constitution
17.10.2025	Friday	11 am – 11:45 am	Environmental Studies and Civic Sense
17.10.2025	Friday	12 noon – 12:45 pm	Computer Fundamentals
17.10.2025	Friday	1 pm – 1:45 pm	Science and Culture
17.10.2025	Friday	1 pm – 1:45 pm	Culture, Diversity, and Society

[University QR code for making the payment](#)

Please upload the transaction receipt on the Google Form link to complete your registration.



About the examination

1. The exam will be conducted online on the linways portal (<https://sju.linways.com/student/>) as per the timetable on page 2 of this notice.
2. Students require a single device with internet connectivity to attempt the exam.
3. The exam is of 45 minutes duration and comprises of 50 Multiple choice questions.

Prior to the examination

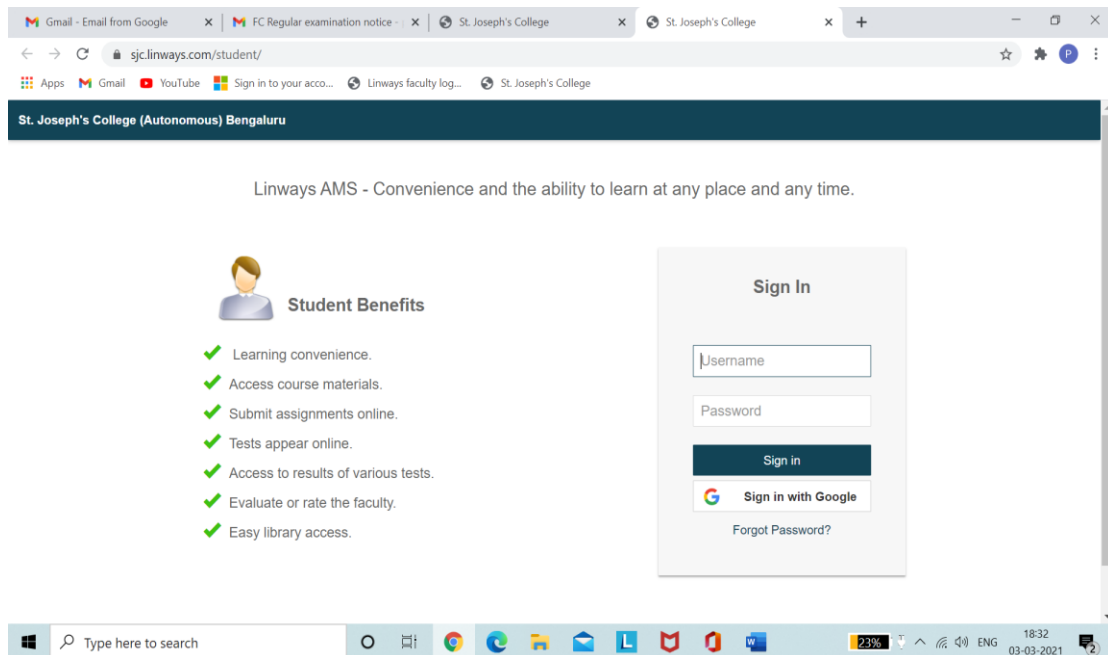
4. The exam will be scheduled on the Linways portal by **10 am on 15th October 2025**.
5. The step-wise procedure for accessing the exam is on pages 5 - 6 of this notice.
Students are advised not to try to access the exam directly from notifications.
6. Students must log in and diligently follow the steps mentioned and ensure that they can see the exam with a status saying “upcoming”. If they fail to see it, they are instructed to re-check to see if they have followed all the steps correctly. If they still face any issue, they may send an email to poonam.ahuja@sju.edu.in latest by **10 am on 16th October 2025**.

On the day of the examination

7. Please log in 10 minutes before the start time of the examination on Friday, **17th October 2025**.
8. Students will get only a single question at a time, and he/she must submit the answer before proceeding to the next question. The answer to a question once submitted cannot be changed.
9. The duration of the examination is 45 minutes, and at the end of 45 minutes, the test will get auto-submitted, and the responses submitted by the students will be saved. No extension of time can be granted; students are therefore advised to ensure good internet connectivity during the duration of the exam.
10. Grievances will not be entertained for any technical glitches from the students' end during the examination.

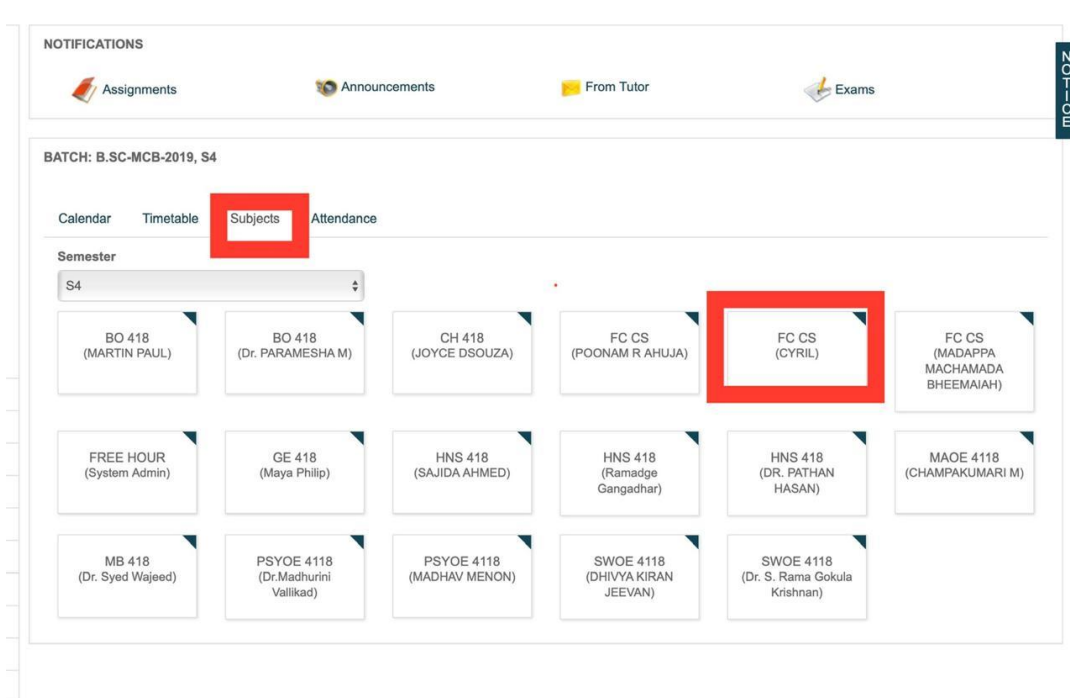
STEPS FOR ATTEMPTING THE EXAM

Step 1: Log into your Linways student portal - <https://sju.linways.com/student/> using your login credentials

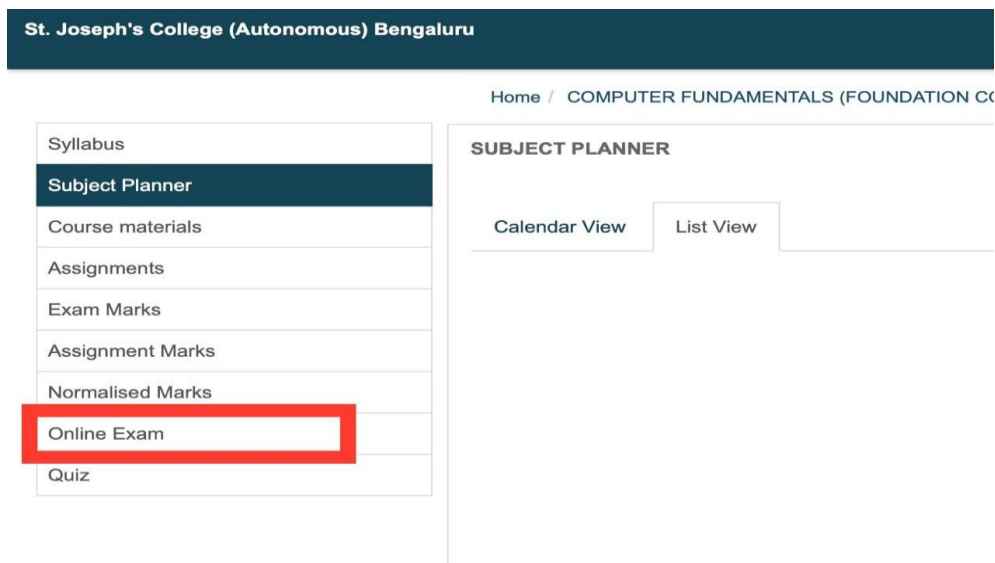


Step 2: On the dashboard, under Subjects, the student will find the particular FC course for which he/she should take the examination. In this example, the student has to take up FC – CS (Computer Fundamentals). Click on the tab FC – CS.

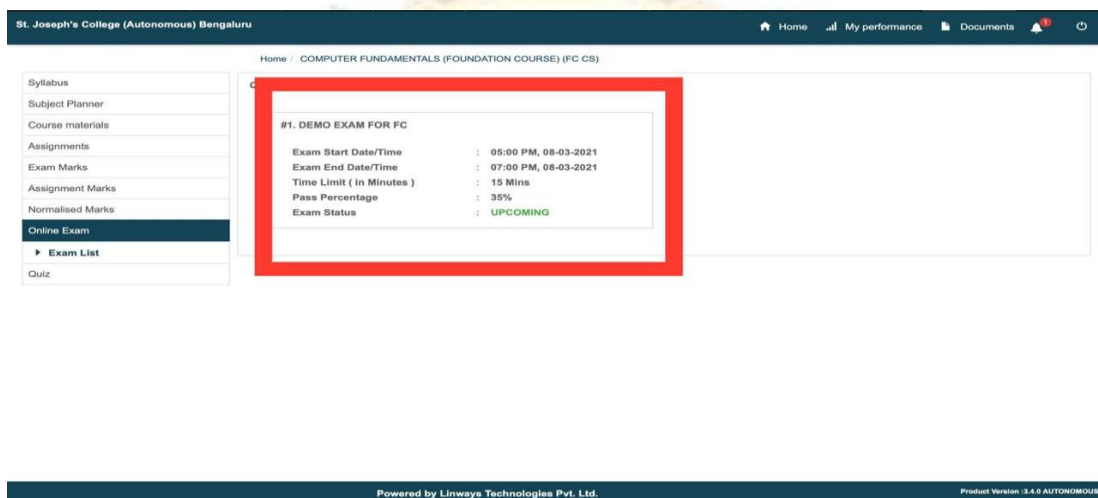
(If the student has to take up more than one examination, he/she will see all the examinations visible)



Step 3: On the left panel, the student will find the option of an **online exam**. The student should click on “Online exam.”



Step 4: The student will see the exam scheduled for him/her. The title of the exam (in this illustration, it is Demo Exam for FC), Date, and time will be mentioned. The status will appear as **upcoming** and will be changed to **ongoing** at the particular date and time.



Step 5: As per the date and the time of the exam, the status will change to **ongoing**. The student can then click on the word **ongoing** to begin the exam.


Controller of examinations
CONTROLLER OF EXAMINATIONS
St Joseph's University
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