

Dated: 17th September 2026

**GUIDELINES FOR SUBMISSION OF PRACTICAL/ PROJECT/
INTERNSHIP FEE FOR TEE DECEMBER 2026**

The students may submit the online examination form for PRACTICAL/ PROJECT/ INTERNSHIP Fee for TEE December 2026 by following the instructions and guidelines as below:

1. Last date to submit fee for the Project/ Practical/ Internship courses through login in the Samarth Portal is **30th November 2026** for TEE December 2026. No further extension will be given. The fees for these components will be accepted through Samarth Portal only. No other mode of fee payment will be accepted.
2. If the students who have already passed the practical/project courses in previous Term end examination, submit their examination form for practical/project courses again in current session/cycle then their practical/project marks will not be considered. The examination fees of such students will not be refunded or adjusted. No request regarding refund or adjustment of fees or updation of practical marks will be entertained.
3. Students are advised to kindly ensure their eligibility before submission of the fees for the practical/ project courses for TEE December 2026. Please ensure that the Registration for the courses is valid and not time barred.
4. No refund will be entertained if any student submit fees for not eligible courses.
5. Students are advised to approach their Regional Centres / Study centres along with the receipt of the fee for the Practical etc courses for scheduling the classes/ examination.
6. For Projects/ Internship etc courses students are advised to enclose the fee submission receipt along with the copy of the project / internship to be submitted at Regional Centre/ SED, IGNOU HQ, New Delhi as the case may be.
7. Schedule for conduct of Practical Examinations other than Programmes of CIT, BCA, MCA, MSC (MACS), PGDAST, PGCGI, MSCIS, PGDIS, DBPOFA, DMOP, ACISE & BLIS will be provided by the concerned Regional Centre. The above practical date sheet are uploaded by Student Evaluation Division (SED), Exam II section on IGNOU website (www.ignou.ac.in)
8. Students registered for appearing in Practical/Lab courses Programme are advised to contact their Regional Centre/ visit the Regional Centre/ Study Centre website for venue and schedule of exams.

9. The results shall be withheld / cancelled for the students who have taken back the examination fees through charge back process form the concerned bank and appeared in the examination illegally.
10. The excess/unsuccessful fee amount will be adjusted/refunded as the case may be, to the account from which the payment was made after due verification of records of the concerned bank only in cases of payment made through payment gateway indicated in the TEE Online Portal.
11. Fee receipt is auto generated and does not need any authentication by the University. Please retain the fee receipt after submission the Project / Practical examination form for future reference.
12. **The prescribed fee for the Practical/ Project/ Internship etc component is as follows:**

Prescribed Fee for Student	
Admitted till December 2022 admission cycle	Admitted from January 2023 Admission Cycle onwards
Rs. 200/- per course. (Practical/lab courses)	(i) Practical Fees ▪ Upto 4 Credit Rs. 300/- Per course ▪ Above 4 Credit Rs. 500/- per course (ii) Project Fees ▪ Upto 4 Credit Rs.300/- per course ▪ Above 4 Credit Rs.500/- per course

13. For any query regarding non receipt of the control number or about status of Examination Form, please send email to (termendexam@ignou.ac.in) or contact over phone no. 011-29572209.