

General Instructions for SDE Exam Registration Process

- Login to the '<https://sde.keralauniversity.ac.in/sdestudentreg>' SDE Student portal using enrollment Number and Date of Birth.(dd/mm/yyyy format).
- Click on the Exam Registration menu to start your registration. Registration link for all the examinations open as on the current date will be listed.
- You will have to register for each semester separately. Click on Details button against each row to register for the corresponding semester. ***Please note that registration for 2nd semester can be completed only after submitting exam registration for the first semester.***
- Students may remit Separate examination fee for each semester.
- Students may remit fee using online through KU – [Online Payment Portal](#)/ University Cash Counters
- Students who wish to remit Exam fee as online through KU – [Online Payment Portal](#) are requested to follow the steps carefully:-
 - 1 .click on the link <https://pay.keralauniversity.ac.in/kupay/personalDetails?purpose=EXAM> or Select the option 'Exam Related Remittances (individual)'
 2. Enter your enrollment number **carefully** at the place **Cand. Code / Reg. No.**
 3. 'Exam details' should be selected appropriately for example if the candidate is applying for BA First Semester Examination then he/she should select Exam details as 'BA Examination Ist Semester'
 4. Select the 'Purpose' as – Examination fee

5. *Fee amount should be the same as in the student portal shown against the semester concerned.*

6. *Application fee - select as 'not applicable'*

- Save the registration details on the SDE Student portal only after 45 minutes from successful remittance on cash counter or KU Online payment .
- At the **Start registration** , select the 'Payment Mode' option as more than 1 , if you have more than 1 receipt to save.
- At the Save registration , select the 'Payment Mode' as '**online remittance through ku payment portal**' if your receipt is taken from the Ku – Online Payment Portal.
- If anyone getting the warning message as '**Semester registration incomplete**' , may contact the concerned academic sections at SDE, Kariavattom for the verification of concerned semester fee.
- Keep safely the print out of Exam registrations available from the SDE student portal for future reference.
- Students can use the 'Upload Photo/Sign' facility for uploading the photo/signature (in below mentioned format) in case **photo or sign is missing** in their student profile. Kindly note that, hall tickets of those students whose photo and sign are missing will not be released.

	Photo	Signature
Resolution	150x 100Pixel	150x 100 Pixel
Size	Less than 40 Kb	Less than 40Kb
Format	.jpeg or .jpg	.jpeg or .jpg