



Ref. No. REC/Acad./ 339

Dated: 11/03/2025

## Important Notice

It is hereby informed to all students that the **Offline** registration for Even sem 2024-25 have been scheduled as per the followings:

Year	1 <sup>st</sup> and 2 <sup>nd</sup> Year
Academic Registration Start date	28 <sup>th</sup> March 2025
Registration Deadline without Fine	04 <sup>th</sup> April 2025 (5 Working Days)
Registration deadline with a fine of Rs. 3000 and Affidavit* (First Chance)	11 <sup>th</sup> April 2025 (Next 5 Working Days)
Registration deadline with a fine of Rs. 5000 and Affidavit* (Second Chance)	21 <sup>st</sup> April 2025 (Another 5 Working Days)
Commencement of classes	02 <sup>nd</sup> April 2025


\*An affidavit should be provided mentioning that due to late registration and hence short attendance, only student would be responsible for any upcoming issue, like detained from the semester exams, deprived from the scholarship etc. Institute will not be responsible for that at any stage.

- All students are instructed to submit registration form (and proof of Fine paid in the Institute account, if applicable) duly signed by Account Office to their department, timely and maintain the attendance in class as well as lab, as specified by AKTU.
- The attendance before the actual registration will be counted as Zero. In addition, the registration details as well as actual attendance would be shared with Scholarship Cell for further action.
- For any delay in registration due to any special reason like Result pending of year back students/ Challenge evaluation etc., student should take prior permission with the concerned HoD after submitting supporting documents.


All HoDs are requested to convey to all the concerned.

Copy to:

1. Director sir for kind information
2. Registrar Sir
3. Dean Student Welfare
4. All HoDs (CE, EE, IT and ASH) for necessary action
5. Account Office
6. Incharge, Time Table
7. Incharge Website & Scholarship cell for necessary action
8. All faculty members
9. All Notice boards

  
(Dr M. Ahmad)  
Dean Academics

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