

Ref. GEU/ R-1477/24

July 11, 2024

NOTICE
(REGISTRATION FOR ODD SEMESTERS (III, V & VII)- 2024-25

1. The registration of students for odd semesters 2024-25 (III, V & VII) for all programs is scheduled from July 18, 2024, to July 22, 2024.
2. Heads of Departments (HODs) are required to ensure the following before registering students in ERP for their respective semester of studies:
 - **Exercise their option of compulsory/elective subjects.**
 - **Ensure that the full academic fee of the students is deposited.**

Other Points

- **Complete registration of all students of their department within the aforementioned schedule.**
- **Enter attendance from the first day of classes on ERP by the concerned faculty members.**
- **Attendance details will be sent to the students' parents every weekend, specifically on Saturdays. Therefore, all faculty members are required to update both theory and practical attendance on a daily basis.**
- **Regularly monitor student attendance in classes/tutorials/labs, as attendance will be counted from the commencement of classes. Students will be permitted to appear in examinations only if their attendance is 75% or above. An undertaking in this regard should be obtained from the students.**

Please ensure compliance with the above.


Registrar

Copy to:

PRO to Hon'ble President for his kind information.,

1. Vice Chancellor
2. Finance Officer
3. Controller of Examination
4. All Director, Deans & HODs
5. Deputy Registrar (E)
6. Admission Cell
7. All Hostel Wardens
8. Web Administrator for uploading on the University website