



**Registration Form for Summer Term (for UGD/IDD and M. Tech/MBA Courses)**

Name of Student: \_\_\_\_\_ Roll No.: \_\_\_\_\_

Branch: \_\_\_\_\_

Fee Paid: ₹ \_\_\_\_\_ E-Receipt No.: \_\_\_\_\_ Date: \_\_\_\_\_

Name of Hostel & Room No.: \_\_\_\_\_

Mobile No.: \_\_\_\_\_ E-Mail ID: \_\_\_\_\_

Details of Courses Applied for Summer Term:

	Name of Courses (s)*	Course Code
1.		
2.		
3.		

\*If it is an equivalent course, mention the Course No. and Title of the original course.

**Note:** Enclose the photocopies of grade reports showing fail grades in the courses being registered.

Signature of Student with date

(Recommended for Registration in Summer Term Course(s))

Convener, DUGC/DPGC

Permitted for Summer Term

Dean (Academic Affairs)

**NOTE**

- A student shall be permitted to register for a maximum of three courses.
- The last date of submission of this form in the respective department is July 17<sup>th</sup>, 2020.
- Departments will send the list of courses being offered during Summer Term and Coordination Committee to the Office of Dean (Academic Affairs) by 20<sup>th</sup> July, 2020. Department/Core Course Monitoring Committee will send Time Table of Summer Term Classes by 24<sup>th</sup> July, 2020 and classes will commence from 27<sup>th</sup> July, 2020.

- Laboratory courses will not be conducted during Summer Term.
- On receiving the confirmation of registration, the student shall pay the fees as applicable and send the details to the department.
- A copy of the form along with the bank receipt of fee paid shall be retained by the Department.
- Department wise and course wise lists of students registered online shall be sent to departments and teachers concerned.
- Departments will prepare the details of fee paid by online registered students and submit the same for reconciliation.
- A list of failed students in the Even Semester shall be displayed by the departments by 13<sup>th</sup> July, 2020.
- All such students willing to register for courses in the summer term should contact respective HOD's/Convener, DUGC/DPGC.
- The registration beyond the last date, July 17, 2020 will not be permitted.