

NOTICE – GENERAL

(Ref: SRMU/RO/N.G./03/2018-19/61, June 01, 2019)

Registration Process & Class Commencement **(Session 2019-20_Odd Semester)**

1. All the existing students are hereby informed that their **classes for Odd semester will commence from July 24, 2019, Wednesday.**
2. **Like previous year, it is mandatory for all the students to complete the process of Registration.** Students would be **desired to print the attached format** or collect the format from their respective Faculty/Department.
3. After filling requisite details and obtaining remarks of Faculty Members & Course Coordinators, they would be required to submit the prescribed format in their respective Faculty/Department. **This process needs to be completed within a week in each semester after commencement of semester i.e. by July 31, 2019 (for odd semester); failing which students would not be enrolled in the next Semester.**
4. Keeping the importance of academics in view, it is very critical that the students attend the classes and ensure their attendance from the very first day i.e July 24, 2019.

Akanksha
01/06/19

Dr. Akanksha Nigam
Deputy Registrar (Academics)

Distribution:

1. List B to D All
2. Website
3. All Notice Boards



Mr./Ms. ERP Id Roll No.....
 Course/Year Contact No. E. Mail Id.....
 Day Scholar Hosteller In case of Hosteller (Name of Local Guardian)
 Address.....Contact No.....
 Mothers' Name:E. Mail ID.:
 Contact No:.....Occupation/ Designation:.....
 Fathers' Name: E. Mail ID.:
 Contact No:.....Occupation/ Designation:.....
 Address:

S. No.	Subject Code	Subject Name	Faculty Name	Sign of Faculty

Particulars*	Details	Signature
Back Papers (If any)		
Fee Submission in Session (2019-20)		
Pending Fee in Session (2019-20)		

**All the particulars shall be filled by respective Course Coordinator based upon the inputs shared by Exam Cell & Accounts Office before the commencement of session.*

Undertaking

I am aware of the following Attendance Policy of Shri Ramswaroop Memorial University and I will ensure the same.

Ideally student should maintain 100% attendance however, 75% attendance (overall) is mandatory to appear in the End Semester Examination.

For Each Theory Subject, all students are required to have 50% academic attendance in the respective subject to appear in the End Semester Examination (ESE) in that particular subject otherwise he/she will be termed as 'Stopped' in those respective subjects and will not be allowed to appear in the End Semester Examination and get 'F' Grade. **For Each Lab Subjects** (experimental or non-experimental), only those students who have completed 60% of lab work in experimental/non experimental labs shall be permitted to appear in that particular Lab Subject in the End Semester Examination otherwise he/she will be 'Stopped' from appearing in the ESE of respective lab and will get 'F' Grade.

Signature of Director/Dean with Date

Signature of Student

Note: Students are required to submit duly filled Student Registration Form (within one week of class commencement) to their respective Course Coordinator failing which their name will not be included in the Attendance Register.