Academic-UG Section
DELHI TECHNOLOGICAL UNIVERSITY
Shahbad Daulatpur, Main Bawana Road, Delhi-110042

F.No.105(400)/DTU/ACAD-UG/2016-17/ 1227- 241   Dated: 29.12.16

Sub: Schedule for registration for Even Semester in the academic session 2016-17

1. Registration and re-registration of regular B. Tech. Students for 4th semester and
2. Registration for regular, back, improvement and re-registration papers (6th, & 8th Semester).

Schedule:

1.	Online Registration starts	**31.12.2016** (Saturday)
2.	Submission online registration form in person to HoD of the respective department	**02.01.2017** (Monday)
3.	Last Date of Registration & submission with late fee (after 02.01.2017) at Window no. 2, Academic-UG Section:	**09.01.2017** (Monday) 5.00 P.M

Process of Online Registration and submission of form:

1. Login using your ID (your registered email is your ID) and password on http://result.exam.dtu.ac.in. Students who have not registered their email ids may send mail to any query related online registration of B. Tech. students must mail to rakshitta.gupta@gamil.com.

2. Fill-up data online as per instructions mentioned therein.

3. Take a print out of online generated Registration Form, sign it and submit along with online generated fee receipt for back/ improvement/ re-registration papers (if any) in **person to HoD of the respective department, on 02.01.2017** (Monday). Online generated form will be treated as Admit Card for the purpose of appearing in all exams. Therefore all students are advised to save copies of downloaded registration form.

4. Students, who do not submit online registration form by 02.01.2017, will have to pay a late fee of Rs. 50/- per day thereafter till date of actual submission along with the late fee receipt at **Window no. 2, Academic-UG Section.**

5. There will be no separate registration for end sem exams.

6. No student will be allowed to register after **09.01.2017** (5:00. P.M.).

Fee Structure:

1. **For back and improvement papers:** Rs. 500/- (Rupees Five Hundred only) per paper. There is no provision for back papers/ improvement exams for 2K15 batch students.
2. **For re-registration: Rs.5500/-**per paper (not semester) (Rs.5,000/-Tuition Fee + Rs.500/-Examination Fee per paper)

Mode of Fee payment:

1. Login on www.onlinesbi.com/prelogin/icollecthome.htm and proceed to pay required fee as above.
2. Fee portal will close at 23;59:59 hrs. on 08.01.2017.
3. **Fee will not be accepted via any other mode and after last datesr in any case.**

General Instructions:

1. All the registered students will start attending their theory & lab classes w.e.f 02.01.2017 as per Time Table notified by the academic departments.

2. Online registration is mandatory for all the students. No off-line registration will be allowed.

3. Students who wish to re-register and attend classes to some of the selected papers from previous semesters to appear in mid- sem & end sem exams for Even-Sem are required to attend regular classes and attain minimum required attendance to be eligible for appearing in End-term exam.

4. Students shall not be allowed to retain their previous marks in case they apply for improvement. Earlier marks shall be considered to be surrendered and result will be declared according to fresh performance in exam. Improvement paper will not be cancelled in any case after the online submission of exam form.

5. Students who registered online but did not pay fee and those who have paid fee but did not register, shall not be allowed to appear for end semester exam May 2017.

6. **Maximum number of subjects for re-registration**: Maximum number of subjects in which a student can register for attending classes and appearing for Mid Term:
   a. **For 6th and 8th semester**: Maximum 06 minus number of Theory Papers of the current semester in which student is currently registered and attending classes.
   b. **For 4th semester:** They may re-register for all previously failed papers and regular courses not exceeding maximum of 32 credits in a semester (Regulation R-11 of B. Tech Ordinance A-1, 2015).

7. A separate notification for registration of ex-students for back paper/improvement will be issued. Please visit www.dtu.ac.in for more details and Academic Calendar 2016-17.

(Prof. Madhusudan Singh)
Dean Academic (UG)