



# DELHI TECHNOLOGICAL UNIVERSITY

(Formerly Delhi College of Engineering)  
Shahbad Daultapur, Main Bawana Road, Delhi-42

## EXAMINATION BRANCH

No.- DTU/ Examination/40/2019-20/O/32

Dated: 04.06.2020

To,  
The Head of Department  
Deptt of AC/AM/AP/BT/CE/CO/EC/EE/IT/ME/Design/DSM/USME/MCG/HU

### Subject: Course Registration for Odd Semester of the Academic Year 2020-21:: Uploading of Elective courses to be offered by Department in ERP System – Regarding.

The online Course Registration of the students for the Odd Semester of the Academic Year 2020-21 is likely to be started in the first week of July 2020. The departments are requested to upload the list of elective courses offered in the forthcoming odd semester 2020 in the ERP System **latest by 20.06.2020**.

The steps for entering the courses into the ERP system are as under:

1. Login to ERP system with the credentials already with you.
2. **Change Session ( at the top to JUL-DEC 2020).**
3. Navigate to Academic Structure→Course Areas→Department(All)→Select the Name of group(slot)→“Search Courses to add in Group”{find course by department or course code)→Tick the courses you want to add→ click on “Add Selected Courses”.

The electives shall be added in the respective group(s) as mentioned below:

S.No.	Program	Semster/Course	Slot(s)/Group(s)
1.	B.Tech.	VII (GECs)	P, Q, R & S
2.	B.Tech.	V (GECs & OECs)	OEC, A, B, C & D
3.	B.Tech & B.Design	I & III (FECs)	S1, S2, S3 & S4
4.	M.Tech	III	MTIII-C4, MTIII-C3 & MTIII-C2 for the courses having 4,3 and 2 credits respectively
5.	M.Tech	I	MTI-C4, MTI-C3 & MTI-C2 for the courses having 4,3 and 2 credits respectively
6.	BBA	I, III & V	BBA-I, BBA-III & BBA-V
7.	BAE	I, III & V	BAE-I, BAE-III & BAE-V
8.	MBA - USME	III	MBA-USME-III
9.	MBA (BA)	III	MBA-BA-III
10.	MBA (FBE)	III	MBA-FBE-III
11.	MBA (IEV)	III	MBA-IEV-III
12.	MBA - DSM	III	MBA-DSM-III
13.	MBA (Executive)	III	EMBA-DSM-III
14.	M.Sc.	I & III	MSC-I & MSC-III

4. Kindly note that, for the B.Tech V and VII Semesters, Student may choose GEC1 and GEC2 from the pool of GECs offered by his/her respective department and/or from GECs offered by the other departments, subject to following :-

- (i) A maximum of 20 students from other departments can register in the GECs offered by a particular department.
- (ii) If a student opts a GEC from slot A then he cannot opt for GEC 2 from slot A. Also, he/she cannot opt for GEC 2 which is offered in two slots i.e. A & B or A & C or A & D.
- (iii) If a GEC is offered in two slots A & B and the student opts such elective in slot A, then he/she cannot opt for GEC 2 from slots A & B.
- (iv) **The departments should take due care while offering electives in various slots in accordance with the Para 4 (ii and iii) above.**

5. Mention the strength of the class in accordance with number of students to be registered in a course.

Normally, the strength for 1 section is 75 students comprising of maximum 20 students from other departments. Multiply the strength based on no of sections:

e.g. : For 2 sections, total 150 students including 40 students from other departments.

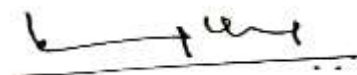
: For 3 sections, total 225 students including 60 students from other departments.

6. **If the course you want to add is not present in the above step, then add that course in the following way:**

Academic Structure → Courses → Select Department → Click on “New” tab → Enter the details of new course → press submit button.

Now perform step 3 in order to add this course in the elective list.

In case of any inconvenience, you can contact Incharge(Result Section) (011-27891638, 9030514191) or mail at [examdtu@gmail.com](mailto:examdtu@gmail.com).

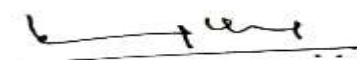


(Kamal Pathak)  
Controller of Examination  
Dated: 04.06.2020

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**Copy to:**

1. PA to VC for kind information to the Hon'ble Vice Chancellor, DTU.
2. Registrar, DTU.
3. Dean Acad (UG)/ Dean Acad (PG)/ OIC- B.Tech.(Evening).
4. All HOD's with the request to submit electives for the Odd Semester 2020-21.
5. Head (CC)/KNM with a request to upload on university website.
6. Sh. Prashant Saxena, M/S Libsys to provide technical support.
7. Guard File.



(Kamal Pathak)  
Controller of Examination