 Bansilal Ramnath Agarwal Charitable Trust’s

**VISHWAKARMA INSTITUTE OF TECHNOLOGY, PUNE – 411 037**

(An Autonomous Institute affiliated to Savitribai Phule Pune University)



**No: N-1/SS/2019-20/147**  **Date: 20th February 2020**

**Subject : Re-registration for Sem - II of AY 2019-20 for all patterns (for regular and off**

**campus students having FF/XX/II grades) (F.Y. B.Tech to M Tech and MCA)**

All students (Regular and off campus) should hereby note that the re-registration for Sem -II of AY 2019-20 will be carried out between 24th February to 30th March 2020 on all working days. All regular students are permitted to re-register for 10 credits and Off-campus students can re-register for 25 credits.

1. **Schedule of Re-registration** :

* 1. **Re-registration** : 24th February to 30th March 2020 from 11.00am to 1.00 pm and 2.30pm to

 4.30 pm. On all working days except, Saturday, Sunday and holidays.

B) **Late Re-registration**:- 1st to 10th April 2020 (On all working days except, Saturday, Sunday and holidays.) from 11.00a.m. to 1.00p.m. and 2.30p.m to 4.30 p.m. with late charges of Rs.200/- No re-registration will be done in any circumstances after 10th April 2020.

2. **Venue for Re-registration:** Counter No. 2 and 3 of Students’ Section.

3. **Re-registration fees for courses are as follows:**

|  |  |  |
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| **Sr. No.**  | **Course Head** | **Re-registration Charges** |
| a) | Theory & Lab Course (Compulsory/Elective/SD/PD/GP MD) (FF/XX/II Grades ) (UG & PG) | 1500/- per course |
| b) | Seminar / Dissertation by Internship / Dissertation by Research (PG)  | Rs 5000/- |
| c) | Project Stage – I (PG) | Rs 5000/- |
| d) | Project Stage – II (PG) | Rs 13200/- |



4. **Schedule for Payments of Fees**:- Accounts Section, Counter No.6 and 7 from 11.00 a.m. to 1.00 p.m. and 2.30 p.m.to 4.00 p.m. during the schedule mentioned at para 4 (a) and (b) above. In no circumstances collection of fees will be carried out after 10th April 2020.

5. **Procedure for Re-registration:**

* 1. Students’ should report at the registration venue with valid I-Card.
1. The students’ should carryout online registration of FF/XX/II grades.
2. Students’ should report to Account Section for payment of fees for Re-registration and collect fee receipt cum online joining report from Accounts Section.
3. **Kindly note that the process of re-registration will be completed only after payment of fees. The student failing to complete the re-registration process will not be allowed to appear for the examinations.**

 **Sd/-**

 **Director**

**Copy to:-**

1. The Honorable Director office, for information.

2. All Heads of Departments, for information with request to bring the contents to the notice

of students and display the copy of same on departmental notice board.

3. Head – Systems with request to arrange to prepare the internet lab(both wings)and provide

 Systems staff for smooth conduct of registration process.

4. Accounts Section, for information and arrangement for collection of re-registration fees.

5. Examination Section – for information

6. Systems Manager, for arrangement of uploading on institute website.