



श्री माता वैष्णो देवी विश्वविद्यालय  
SHRI MATA VAISHNO DEVI UNIVERSITY

Sub Post Office Pin-182320, Katra, J&K, India

(Recognized under section 12 (B) & 2 (f) of UGC Act, 1956)

REF NO: SMVDU/AA/18/284

DATED: 28<sup>th</sup> JUNE, 2018

**NOTIFICATION**

**Sub: Semester Registration for Academic Session 2018-19, Odd Semester (July-Dec., 2018).**

It is hereby notified for the information of all continuing students (UG/PG/Doctoral) as well as those who have only backlog(s), that they are required to complete the registration requirement **in person** in their respective Departments/School for *Odd Semester (July-Dec, 2018) on 12<sup>th</sup> - 13<sup>th</sup> July, 2018.*

Students who report for registration after 13<sup>th</sup> July, 2018 shall be charged a late fee of Rs. 1000/- till 20<sup>th</sup> of July, 2018, which shall be the last date of registration with payment of late fee. **Name of those students who do not register by this last date will automatically be struck off the rolls of the University.**

**In case of illness or any other emergent reason of absence on the scheduled date of registration, a student MUST submit an application for proxy registration to the concerned Head of Department which will be allowed only in exceptional and genuine cases at the discretion of Dean of the Concerned Faculty, upto the said last date.**

It may be noted that the registration (for the Semester) will be done Online at the designated locations in the Departments/School.

Students must also ensure that before registering for the Odd Semester **they must clear all their pending dues (if any).** It is also notified that the students will not be allowed to register in case they do not clear the outstanding previous dues (if any) at the time of registration.

**The Registration forms complete in all respects duly signed & verified by the concerned Department/School Head / I/c Head should reach the Academic Affairs Section latest by 23/07/2018 alongwith separate lists of students who have not registered as well as those who have registered for the semester.** The concerned Heads / I/c Heads of the respective Department/School along with their faculty coordinators nominated for the purpose shall ensure the compliance of the above notification in letter & spirit by all students of the University.

This issues with the approval of the Competent Authority.

  
Registrar

Copy to:

1. All Deans for information.
2. I/c Associate Dean (AA), for information.
3. All Heads / I/c Heads for information & necessary action.
4. Finance Officer, for information.
5. I/c Dean of students, for information and circulation of the same among all Associate Dean of students, Wardens and Mess I/c.
6. PS to VC for the information of the Hon'ble Vice Chancellor
7. I/c Web site for uploading the same on the University website.
8. SO (Security), for information.
9. All Notice Boards.
10. Concerned file/ Order file.