

NOTICE

Sub:- Re-registration and attending the course (s) in semester II, IV, VI by students of semester IV, VI, VIII – reg.

This is to inform that those students who have ER in a paper of any Even semester or are desirous of improvement of their Grade in the immediate previous Even Semesters may re-register for the course later by

It may be noted:

- Those who have an Essential repeat in a paper of any of the previous semesters are allowed to re-register for the same. Thus, a student of semester VIII, VI, IV may re-register for the even semester paper of any previous even semester.
- Those who have passed the paper but wish to improve the grade can only re-register for a paper studied in the immediately preceding even semester. Accordingly.
 - a. Student of semester VIII can improve a paper of semester VI
 - b. Student of semester VI can improve a paper of semester IV
 - c. Student of semester IV can improve a paper of semester II.

WHO NEEDS TO RE-REGISTER?

Grade obtained in the course/paper	Grade obtained in Theory (End Term Exam + IA)	Grade obtained in Practical/Tutorial (CA)	Re-registration & Attending the classes	Course of action to improve the Grade.
F	Not Satisfied*	Satisfied	No	To fill exam form & appear in end term theory exam of that course/paper for Essential Repeat.
More than F	Not Satisfied*	Satisfied	No	To fill exam form & appear in end term theory exam of that course/paper for improvement
More than F	Not Satisfied (IA marks satisfied)	Satisfied	No	To fill exam form & appear in end term theory exam of that course/paper for improvement

Grade obtained in the course/paper	Grade obtained in Theory (End Term Exam + IA)	Grade obtained in Practical/Tutorial (CA)	Re-registration & Attending the classes	Course of action to improve the Grade.
More than F	Not Satisfied including IA	Satisfied	Yes	To attend the course and appear for IA and end term theory examination for improvement
More than F	Satisfied	Not Satisfied*	Yes	To attend the course and appear in both theory and practical examinations, along with their CA and IA for improvement.
F	Satisfied	Not Satisfied*	Yes	To attend the course and appear in both theory and practical examinations, along with their CA and IA for Essential Repeat.
F	Not Satisfied*	Not Satisfied*	Yes	Attend the course and appear in both theory and practical examinations, along with their CA and IA for Essential Repeat.
*Not satisfied indicates Grade below the passing marks prescribed for theory/practical.				

PROCEDURE FOR RE-REGISTRATION FOR DSC/DSE/GE/AEC COURSE

Students must contact the teacher presently teaching the course(s) and Reregister and attend the Course(s)/Paper(s). The concerned teacher is required to maintain and upload the attendance and assessment records of all such students.

To 'Re-register' for a course/paper means to formally inform the college authority by a student of his/her intent to improve a course/paper. Students will submit application with latest marksheet and a very nominal fee of Rs. 100/- will be charged for re-registration.

PROCEDURE FOR RE-REGISTRATION FOR SEC/VAC COURSE

- ❖ Students must contact the teacher who had taught the paper in the semester when he/she enrolled initially and Reregister and attend the Course (s)/Paper(s).
- ❖ In case, the concerned teacher is no longer part of the college or on leave during the current semester, the student must approach the Teacher-in-charge of the concerned department which had initially offered the course. The department in such cases is required to make provision for re-registering and assessing the student.
- ❖ The concerned teacher is required to maintain and upload the attendance and assessment records of all such students.

Ashima Vohra
CONVENOR

INTERNAL ASSESSMENT Monitoring Committee

Copy to All student of Sem II, IV, & VI All faculty members, Dealing Asstants, Notice oBoard, StaffRoom and Master File.

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