

Ref.REG/2014/053/08/2020/035

Date: 19th August 2020

NOTICE

Subject: Registration of Debar / Improvement / Back Paper (Odd Semester only)

Attention: All Ex / Continuing students and students on academic probation.

Students who have been debarred from appearing in the examinations / have backlogs / have missed or dropped the examinations of the papers of the previous odd semester(s) of their programme or want to improve their grades of the subjects of last academic year 2019-20, may register themselves for the same online through the SAP Portal from **22nd August to 25th August 2020**. The **Guidelines for Back / Improvement Paper Registration** are given herewith as **Annexure**.

Students may please note the following:

- Students who have backlogs or have been debarred can register for only three subjects "With Class".

The following fee will be applicable for Debar / Improvement / Back Paper registrations:

- With Class – Rs. 3000/- per subject



Dr. Surbhi Sachdev
Registrar

To:

- All Deans / Directors / Heads of the Departments –
- Controller of Examinations

} With the request to bring the above to the notice of the students

Copy to:

- Hon'ble Chairman
- Hon'ble Chancellor
- Hon'ble Vice Chancellor
- Hon'ble Pro Vice Chancellor
- DFO
- ICT Manager – To upload on SAP Student Portal and Website

} For information please

Mussoorie - Diversion Road,
Dehradun - 248009
Uttarakhand INDIA

Phones: +91.135.714.4000, 4001
FAX: +91.135.714.4030
E-mail: dit@dituniversity.edu.in



Annexure

GUIDELINES FOR BACK / IMPROVEMENT PAPER REGISTRATION

Registration for Back / Improvement classes and examinations (papers of odd semesters only) will be done from 22nd August to 25th August 2020.

Eligibility For Back / Improvement Registration

- The student who has been **Debarred / Absent / Failed (secured “F” or “E” grade and also “D” grade for B.Arch) / caught under UFM** may register for the Back Paper.
- Registration will be done “With Class” only through SAP portal with following conditions:
 - “Registration for Improvement” is applicable only for the students who have secured “D” or “C (For B.Arch.)” grades. **Please note that a student is permitted to register for improvement of the preceding year only. (e.g. Student of IV year can register for improvement papers of III year only).**
 - Registration is allowed for a maximum of 3 subjects.

Registration Process

- After login, the student shall click on **Back Paper Registration** tab and all the details (back paper information etc.) will appear on the screen.
 - Students are required to choose (click on check box) the subjects which he/she wants to register for back/debar/improvement. Once the selection of the subjects is done, click on **Pay Now Button** and proceed for online payment process. On successful transaction, student may exit off the screen.
 - **Students on Academic Probation may please note that they are allowed to register for a maximum 7 subjects including those of current and previous odd semester’s back papers.**
- No late registration is permitted.

Note that the fee once paid shall not be refunded or adjusted under any circumstances.

Registration Fee

The following fee will be applicable for Back / Improvement registration.

- With class - Rs. 3000/- per subject

For any assistance, students may call on following numbers:

+91-9971769906 / +91-9455358525

or mail their query to following email id’s:

asst.registrar1@dituniversity.edu.in

asst.registrar2@dituniversity.edu.in