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OFFICE OF THE REGISTRAR



Ref.REG/14/053/02/2021/014

26/02/2021

NOTICE

Subject: Online Re-registration for Ph.D. Scholars **Even Semester (Academic Year 2020-21)**

Attention – All Ph.D. Scholars (newly admitted and continuing)

Refer Clause No. 2 of the Academic Ordinance for Doctoral Programmes **“Research Scholars are required to register for course work and research”**.

All Ph.D. Scholars (newly admitted and continuing) are hereby informed that those who have not registered themselves can register on or before **01 March 2021** online through SAP Portal as per the process as under failing which they will not be allowed to progress further.

Please note: All dues must be cleared while proceeding for Registration Process. Please ensure to clear all dues.

ONLINE REGISTRATION PROCESS

- Step 1. Login to the SAP Portal and click on Even Registration tab.
- Step 2. Check your basic details that appear on screen.
- Step 3. Click on Registration Tab, on the click, system will seek the reconfirmation on your registration status as applicable.
- Step 4. Reconfirm your registration, click OK to proceed.

[Handwritten Signature]
26/2/2021
Registrar

To:

- All Deans' / Directors / HoDs – To disseminate information among students

Copy to:

- Hon'ble Chairman
 - Hon'ble Chancellor
 - Hon'ble Vice Chancellor
 - Hon'ble Pro Vice Chancellor
 - FO / DFO
 - ICT Manager – To upload on website & SAP Student Portal.
- } For information please