OFFICE OF THE REGISTRAR

DIT UNIVERSITY
IMAGINE ASPIRE ACHIEVE

Ref.REG/14/053/02/2021/013   **26/02/2021**

NOTICE

Subject: Extension of Last Date for Registration of Even Semester [Academic Year 2020-21]

Attention – All Students of UG / PG / Diploma Engineering programmes [1st to 5th year]

Refer our previous communications vide Notice No. 2020/056 and 2021/011 dated 29.12.2020 and 03.02.2021 respectively regarding registration for Even Semester 2020-21.

Refer Clause No. 2 of the Academic Ordinance **"Re-registration in each semester / trimester is mandatory to attend academic activities, classes and examinations"**.

It is observed that many students have still not re-registered themselves for their respective programme and semester. They are hereby informed that the last date for registration is extended upto **01 March 2021** and no further extension will be permitted under any circumstances.

Please re-register on or before 01 March 2021 online through SAP portal as per the process given below.

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

ONLINE REGISTRATION PROCESS
Registration Steps (see the screenshot as given in the separate annexure)

Step 1. Login to the SAP Portal and click on Even Registration Tab.
Step 2. Check your basic details that appear on screen. Please clear your dues to register in next session in case you have any fee due.
Step 3. Click on Register Tab, on the click, system will seek the reconfirmation on your registration status as applicable. Click OK to proceed
Step 4. Click on Register & Book Subjects tab to complete your registration (Subjects will be booked by the University)

Registrar 26/2/2021

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

Mussoorie – Diversion Road,
Dehradun – 248009
Uttarakhand INDIA

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

DIT
UNIVERSITY
IMAGINE ASPIRE ACHIEVE

Annexure

Registration Steps (Screenshots)

Registration Steps (see the screenshot as given in the separate annexure)

Step 1. Login to the SAP Portal

click on Even Registration Tab

Mussoorie – Diversion Road,
Dehradun – 248009
Uttarakhand INDIA

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

DIT
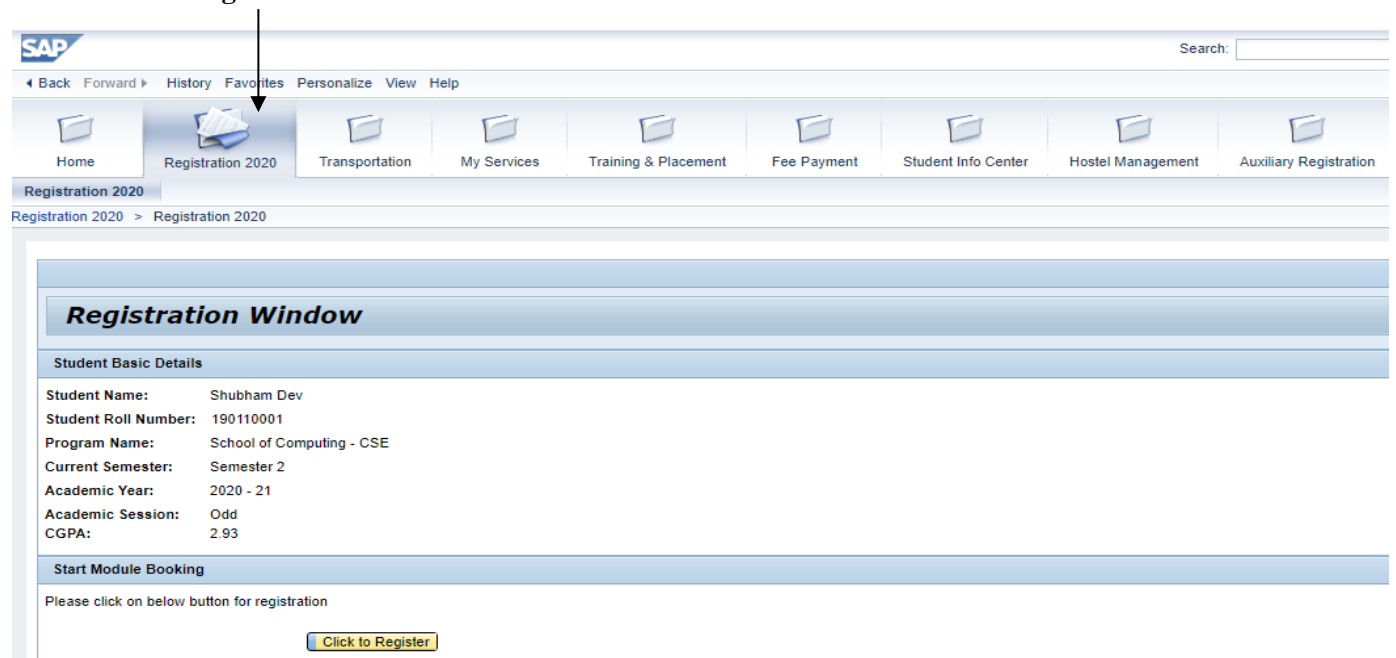UNIVERSITY
IMAGINE ASPIRE ACHIEVE

Step 2. Check your basic details appeared on the screen.

Registration Window

Student Basic Details

Student Name:	Shubham Dev
Student Roll Number:	190110001
Program Name:	School of Computing - CSE
Current Semester:	Semester 2
Academic Year:	2020 - 21
Academic Session:	Odd
CGPA:	2.93

Start Module Booking

Please click on below button for registration

Click to Register

Please clear your dues to register in next session in case you have any fee due.

☑ You have due pending of Rs 141220.00 Kindly, proceed to clear your dues to register in Next Academic Year and Session

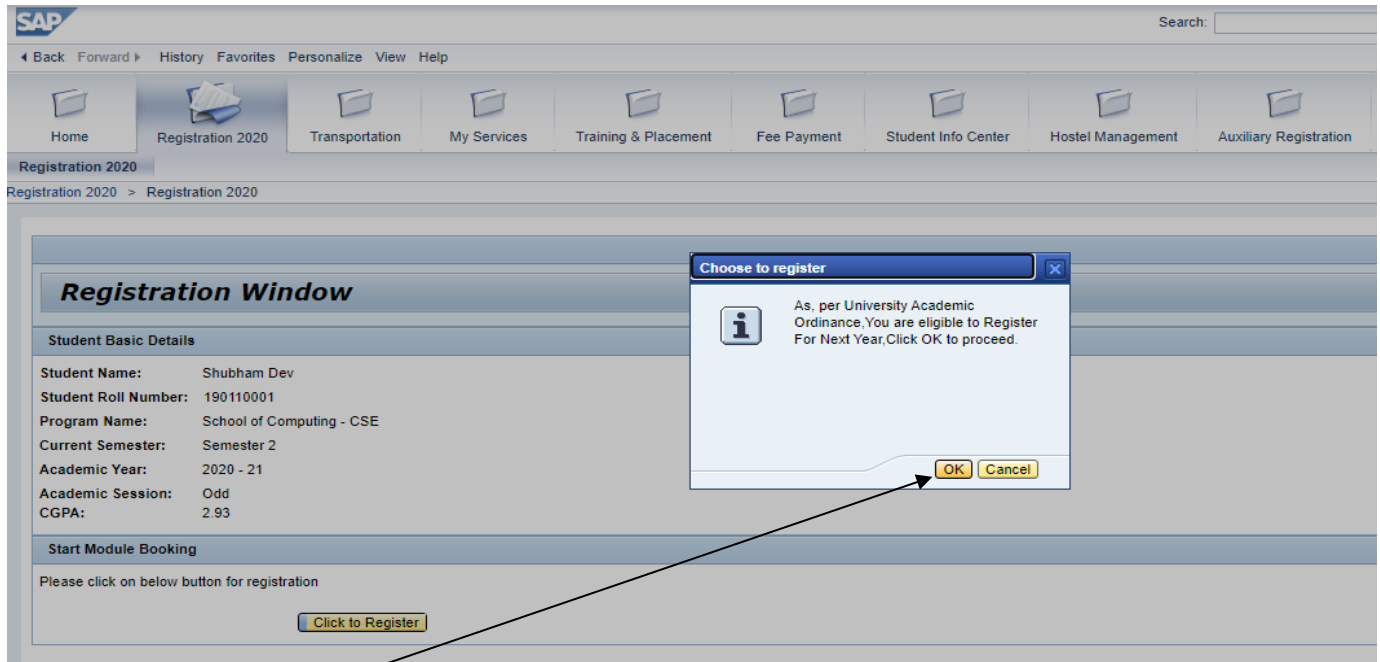## Registration Window

Student Basic Details

Student Name:	Shubham Dev
Student Roll Number:	190110001
Program Name:	School of Computing - CSE
Current Semester:	Semester 2
Academic Year:	2020 - 21
Academic Session:	Odd
CGPA:	2.93

Start Module Booking

Please click on below button for registration

Click to Register

Mussoorie – Diversion Road,
Dehradun – 248009
Uttarakhand INDIA

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

DIT
UNIVERSITY
IMAGINE ASPIRE ACHIEVE

Step 3. Click on Register Tab, on the click, system will seek the reconfirmation on your registration status as applicable

Click OK to proceed.

Step 4. Click on Register & Book Subjects tab to complete your registration (Subjects will be booked by the University)