

Ref. DITU/DAA/Jan/2025/05

January 25, 2025

NOTICE

Subject: Registration for Backlogs Courses for Students of Pass out batches only

Students who have been debarred from appearing in the examinations / have back paper / have missed or dropped the examinations of the papers of the previous Semester(s) of their programmes, may register themselves for the same from **January 27, 2025 to January 29, 2025**.

Kindly note that you can only register in course/s that are offered by the respective departments that owns a course. Also, you can register for the back papers only upto a maximum of 24 credits in current semester.

For registration in backlog courses, keep following in mind:-

- A) **MODE OF REGISTRATION** - Online through iNxt ERP Portal by clicking DIT - nexus.
- B) **MANDATORY REQUIREMENTS FOR REGISTRATION PROCESS:** Students must have cleared all outstanding dues before proceeding for registration
- C) **REGISTRATION PROCESS:**

Step 1: Log in to the iNxt ERP Portal.

You can Login to DIT University erp portal iNxt through one of the following two options:

- i. ***Using registered mobile phone number using OTP***
(In case your phone has changed, get it updated by reaching out to help desk at 0135-7144107 in registrar's office from 9.30am to 5.30pm.)
- ii. ***Directly logging in using your official outlook email id***

Step 2: After logging in, go to the tab "Academics" and then to "Course Registration"

Step 3: Pay for offered back-log courses

The offered backpage courses will be automatically selected for you. The back paper fee is @ Rs. 3000 per course. Upon successful payment, proceed with course registration.

Step 3: Select Timetable:

Choose your preferred timetable code from the drop-down menu. This will display the corresponding courses and timings. You can choose any timetable based on your preference.

Step 4: Submit: Click the submit button to finalize your registration.

Note: For technical issues, please email to erp.support@dituniversity.edu.in stating clearly the problem with screenshot. For any other issues, please email your query to office.academics@dituniversity.edu.in


(Dean Academics Affairs)

To:

- All Concerned Students

Copy for information to:

- Hon'ble Vice Chancellor
- All Directors /Deans/HoDs
- Controller of Examination
- Registrar
- FO / DFO
- ICT Manager – To upload on website