Bansilal Ramnath Agarwal Charitable Trust’s

**VISHWAKARMA INSTITUTE OF TECHNOLOGY, PUNE – 411 037.**

(An Autonomous Institute affiliated to Savitribai Phule Pune University)

No: N-1/ Sem-II/ SS/ 2016-17/421 Date: 7th January 2017

**IMPORTANT NOTICE (SEMESTER II OF A.Y. 2016-17)**

**SUBEJCT** : **REVISED SCHEDULE OF RE-REGISTRATION OF BACKLOG SUBJECTS**

 **(2014/2011/2008 PATTERN)**

**A) FOR 2014/2011 PATTERN BACKLOG SUBJECTS**

 Those students who intend to re-register the backlog subjects of 2014, 2011 and 2008 patterns should note the following important points :-

1) The guideline plan for End – Semester Examination Time Table of Sem-II of A.Y. 2016-17 is as follows :-

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **DAY 1** | **YEAR** | **PATTERN** | **SESSION** | **MODULE** |
| Morning | FE | 2008 | S11 | 1 & 5 |
| TE | 2011 |
| M.TECH 1 (Sem-I) | 2014 |   |
| MCA FY SEM-I | 2016 FOR FE ONLY |   |
| MCA TY SEM-I |   |   |
|   |   |   |   |   |
| Evening | SE | 2008 | S12 | 3 & 7 |
| BE | 2011 |
| M.TECH 2 ( Sem-I) | 2014 |   |
|   | MCA SY SEM-I |   |   |   |
|   |   |   |   |   |
| **DAY 2** | FE | 2008 | S21 | 2 & 6 |
| Morning | TE | 2011 |
| MCA FY SEM-II | 2014 |   |
| M.TECH 1 ( Sem-II) |   |   |
|   |   |   |   |   |
| Evening | SE | 2008 | S22 | 4 & 8 |
| BE | 2011 |
|   | MCA SY SEM-II | 2014 |   |

2) The exam guideline plan indicates that for certain pairs of modules i.e. M5 & M1, M6 & M2, M7 & M3 and M8 & M4, the exam day and time are same. The exam guideline plan also indicates that for certain pairs of modules i.e. M8 & M7, M3 & M4, M5 & M1 and M6 & M2, the exam day is same and timings are in the morning and afternoon slots. Considering this points students should carefully choose the backlog subjects to be re-registered to avoid the inconvenience to them in their exam time table. In case the students register for two courses whose examinations fall on same day, no adjustment will be made by Examination Section to accommodate such students.

3) The student who are “Off Campus Students” after completion of their stipulated 4 years duration of under graduate program and have two backlog subjects in the pairs of modules, viz. M5 & M1, M6& M2, M7&M3 and M8 & M4, then :-

a) If the clash does not occur in the exam time table, then, both the subjects will be permitted for re-registration.

b) If clash occurs in the exam time table, then, only one of the two subjects will be permitted as per student’s choice.

4) As per Notice No N-23 dated 13 August 2016 the FR Grade has been abolished.

a) For XX grade student has to repeat the entire course attending the classes and giving all exams.

b) The FF/FR and II grade students has to re-register the subjects as FF only and attendance to classes is desirable. However such students are required to repeat all the exams, i.e. Teacher Assessment, Mid – Semester Assessment and End Semester Assessment.

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5) All ‘XX’ grade students who wish to re-register backlog subject are provisionally permitted to attend the classes from 9th January 2017. Provisional permission to attend the classes does not mean that the re-registration for these subjects will be assured or confirmed. For details of division and faculty, students should contact the respective departments.

6) Both **On and Off Campus** students having FF/II and XX Grades, are permitted to re-register for **unlimited credits**. The student should ensure that there will be no examination clashes. However there will be two papers on same day in different slots.

7) Re-registration charges for FF/XX & II grades **(First Year, Second Year, Third Year and Final Year, MCA or M. Tech.** students (with FF or FR grades, now converted into FF grade) will be Rs 1200/- per course for all types of courses (Theory, Lab, GP, PD, SD, CVV, Seminar, Mini Project etc.)

**8)** **Schedule, Venue & Procedure**

1. **Re-registration. 12th and 13th January 2017** from 10.30 a.m. to 1.00 p.m. and 2.30 pm to 4.00 p.m.
2. **Venue** - Internet Lab.
3. **Late Re-Registration** : The Late Re-registration will be done on 16th and 17th January 2017 from 10.30 a.m. to 1.00 p.m. and 2.30 pm to 4.00 p.m. with late charges of Rs 200/- per student.
4. **Venue** – Counter No 2 of Students’ Section.
5. **Schedule for Payment of Fees** :- Accounts Section, Counter 6 & 7 from 10.30 a.m. to 1.00 p.m. and 2.30 p.m. to 4.00 p.m. on 12th to 17th January 2017. In no circumstances collection of fees will be carried out after 17th January 2017.
6. **Procedure for Re-registration**
7. Students’ should report at the registration venue with valid identity card.
8. The student should carryout online registration for FF grades.
9. Student should report to Accounts Section for payment of fees and collect fees receipt cum online joining report from Accounts Section.
10. Kindly note that the process of re-registration will be completed only after payment of fees upto 17th January 2017. The student failing to complete the re-registration process will not be allowed to appear for the examination.

 **[Prof. S.B. Karthick]**

 **Dean Examination**

**Copy to:-**

1. The Honorable Director office, for information.
2. Dean office, for information
3. The Dean Admin & Registrar, for information.
4. All Heads of Departments, for information with request to bring the contents to the notice

of students and display the copy of same on departmental notice board.

1. Head – Systems with request to arrange to prepare the internet lab(both wings)and provide

 Systems staff for smooth conduct of registration process.

 6 Accounts Section, for information and arrangement for collection of re-registration fees.

 7 Examination Section – for information

 8 Systems Manager, for arrangement of uploading on institute website.