Outward No.:GPM/10.09/Odd Sem/2023-24/

Date: 24/07/2023

ODD TERM 2023-24 (Revised)

Schedule for Course and Exam Registration of Regular, Detained and Backlog Students

(Strictly follow Schedule to avoid any Penalty)

Reference: - GPM/10.09/Odd Sem/2023-24/121   dtd. 11/07/2023

As per the above reference letter schedule for Course Registration and Exam Registration for ODD 2023-24 Term for **Regular, Detained and Backlog Students** was published on 11th July 2023. Mean time because of heavy rain (natural calamity) and water logging, there was difficulties to travel and communicate in time. These difficulties taking into consideration the **Revised** Schedule for Course Registration and Exam Registration for ODD 2023-24 Term for **Regular, Detained and Backlog Students** of the institute are as follows.

Sr. No.	Activity	Schedule	Remark
1	**Course Registration**	Till 28th July 2023	Regular Students
2	**Course Registration**	Till 28th July 2023	For Detained Students
3	**Exam Registration**	Till 30th July 2023 (Midnight)	Regular students (with regular exam fees)

Detailed *Revised* Schedule for Exam Registration (for Regular as well as Backlog Students)

Activity	Schedule
Exam Registration with Exam Fees of Rs. 540/- (only for backlog subject students)	Till 30th July 2023 (Midnight)
Exam Registration With Exam Fees of Rs. 540/- and **Late Fees of Rs 500/- Per Week** will be added	31st July 2023 onwards till 5th November 2023 (Midnight)

Instruction for Course & Exam Registration:

1. First Department will complete the Course Registration activity till ~~30~~ 28th July 2023 and thereafter student will complete exam registration activity (till 31st July 2023 (Midnight)) in the schedule time through their own login ID. Then student will confirm the printout receipt of exam registration with the signature of the Department Exam Coordinator / HOD. All the concerned students must follow all these procedure carefully.

2. Detained students will pay Rs 1000/- per course for the course registration of detained subjects. Then he has to pay exam fees and complete the activity as mentioned in above instruction 1.

3. Due to non-availability of **Old MIS server,** P02, P-07, P-11, P-16 & P-18 scheme students will complete their course and exam registration by submitting manual form to their respective Departments. These forms are available at our institute website in download section. After completing this process finally submit these forms to exam cell.

(Dr. N. N. Mhala)
Principal
Government Polytechnic Mumbai

Copy to
1. All Heads of Departments –Kindly inform to students in time and Display on Notice Board for further necessary actions.