

# G.L. Bajaj Group of Institution, Mathura

Date: 5.01.2016

## NOTICE

Start of Even Sem. (2015-16)

### All Students of B.Tech – Final Year

All students of B.Tech-Final Year are hereby informed that considering a fact that many students would be appearing in GATE, their registration process and commencement of regular classes for forthcoming Even Sem. (2015-16) will be as follows –

Registration can be done upto	Commencement of Classes
Feb. 8, 2016	Feb. 9, 2016

Since, all the GATE Examinations will be completed before commencement of classes, therefore, all the students are strictly directed to attend their classes from day one sincerely followed by completing their registration process. As you know that attendance play a very significant role to get the desired results, hence in the final semester of your study, its sole responsibility would be on your shoulders that how much knowledge you can draw from your mentors failing which you will make yourself liable to face all the consequences.

Procedure for Registration:

1. Registration means, you become a bonafide student of the college for the said session. Failing to register may render your name being struck-off from the roll list. Registration can also be done by proxy through an authorized letter.
2. Go to cash counter to obtain "No-Dues" certificate by clearing all the dues outstanding against your name. These dues could be :
  - a. Balance Academic Fee
  - b. Hostel Fee (for hostler's only), if any balance
  - c. Bus Fee, if any balance
  - d. Any other dues like library fine, etc.
3. Student should approach to their Programme Coordinator to complete the registration formalities as per his/her instructions.

Note: Students are advised to prepare well in advance by communicating to their parents about their dues and depositing their outstanding dues in time.

  
**Dr. Meenu Gupta**  
Director

Cc: Admin Officer / Registrar / Programme Coordinators / All Faculty Members / Concerned Notice Boards