No: NITANP/SEMA/Backlog Registrations/ 1093   Date: 21-08-2023

NOTICE

It is hereby informed to all the students of II, III & IV B. Tech Odd Semester students of the AY 2023-24, the students who are not promoted to for the AY 2023-24 & wiling to register their backlogs in either study or exam mode and the students who were failed to complete their B.Tech program in the A.Y 2022-23, those who have Backlog(s) in I, II, III & IV Year are directed to register their backlog(s) from 21/08/2023 to 24/08/2023 by submitting the Backlog registration form to the respective class coordinator (for II, III & IV B.Tech. backlogs) and to the respective cycle coordinator (for I B.Tech. backlogs).

Applications received after the deadline will not be consider. The detailed guidelines for backlog registrations are in the annexure-I.

**Associate Dean
(Academic Affairs)**

Copy To,

1. Class Coordinators for necessary action.
2. Heads of the respective department for kind information.
3. Admissions section for kind information.
4. O/o Dean (AA) for kind information to the Dean (AA)
5. WNT Section, to upload on the Institute website.

Annexure- I

Registration for Backlog Subjects in Exam/Study mode, ODD Sem. of AY 2023-24

The following are the guidelines for registration of the backlog subjects of the ODD semester of AY 2023-24.

1. The registration process for the backlog subjects that are offered in this ODD semester of the AY 2023-24 in EXAM/STUDY mode can be done through the respective Class Coordinator (Backlog year) & Cycle Coordinator.

2. The students are permitted to register for backlog courses being offered in this ODD semester of AY 2023-24 only. (i.e. courses of I semester of I/II/III/IV year B.Tech.).

3. Students with backlog subjects in the EVEN semesters or any other backlog subjects are not eligible to register now.

4. The Class Coordinator will register the II, III & IV B.Tech. backlog subjects & Cycle Coordinator will register the I B.Tech. backlog subjects upon the request from the student.

5. Students are required to contact the concerned Class Coordinator/ Cycle Coordinator for registration along with the backlog registration form.

6. The examinations will be conducted along with the regular end semester exams as per the academic calendar.

7. The students are advised to register for the backlog subjects (study mode only) without any clash in the existing class timetables.

8. There is no fee for the registration of backlog subjects in EXAM/STUDY mode. However, Rs. 1000 per subject for exam mode & Rs. 1500 per subject for study mode is applicable for the students who were not promoted and repeating their backlogs.

9. The maximum number of credits (including backlog courses) that a student can register in a semester is 34 (32 credits for study mode). No one will be permitted to register for more than 34 credits. If any such cases are found, their registration will be cancelled.

10. The Class Coordinators are requested to complete the registrations and send the details of the registered candidates and backlog registration forms (to Superintendent- Exams) to enable them to write exams.

11. A detailed email will be sent by the Superintendent (Exams) related to the fee payment. (If any admission fee paid that will be adjusted accordingly).

Assoc Dean (AA)

21/8/23