



Maharaja Ranjit Singh Punjab Technical University

BADAL ROAD, BATHINDA-151001

[A State University established by Govt. of Punjab vide Act No. 5 of 2015, UGC Act 2(f) & 12B]

DEAN ACADEMIC AFFAIRS

www.mrsstu.ac.in

Ph. 0164-2284298

daa.mrsstu@gmail.com

Ref. No.: DAA/MRSPTU/2018/2338

Date: 24.12.2018

NOTICE

FEE DEPOSITION SCHEDULE FOR UNIVERSITY DEPARTMENTS

SUB: SCHEDULE FOR SEMESTER FEE DEPOSITION, SUBMISSION OF REGISTRATION & IMPROVEMENT FORMS FOR THE SESSION JAN./MAY-2019 (All UG & PG Courses for students upto 2015 batch).

(1) Schedule for semester fee deposition:

(a) Semester fee submission without Late Fee:

Through A/c Payee Cheque only	By Cash at any branch of Central Bank of India/On-line (Net Banking/ Credit Card/Debit Card)/ Account payee DD only
26/12/2018 To 04/01/2019	26/12/2018 To 11/01/2019

(b) Semester fee submission Schedule with Late Fee: @ Rs. 50/- per day

Through A/c Payee Cheque only	By Cash at any branch of Central Bank of India/On-line (Net Banking/ Credit Card/Debit Card)/ Account payee DD only
12/01/2019 To 22/01/2019	12/01/2019 To 25/01/2019

- (c) From 28/01/2019 upto 15 days before start of the end sem exam fee may be deposited with a fine @ Rs. 50/- per day with recommendation from concerned HOD and approval from Dean Academic Affairs, MRSPTU, Bti.
- (d) For further details regarding payment, guidelines issued by account section of Maharaja Ranjit Singh Punjab Technical University, Bathinda may be seen.

(2) Schedule for submission of registration forms:

Student are required to submit their registration forms in their respective department as per given schedule. The student is allowed to register according to this schedule even if he/she wants to pay the semester fee later on.

(a) Without late Fee: from 02.01.2019 to 04.01.2019.

(b) With late Fee: Rs. 250/- on 07.01.2019.

(c) With late Fee: Rs. 1000/- on 14.01.2019.

No registration will be allowed after 14.01.2019. However, the attendance count will start w.e.f. 02.01.2019.

(3) The registration of students must be done in the prescribed performa (enclosed herewith) and record for the same must be kept in a Register maintained by department HOD. The student's signatures must be obtained in the Register as a proof of submission of Registration form.

(4) All departments are required to submit the student registration report in the office of Dean Academic Section, MRSPTU by 07.01.2019 (in case of without late fee), 08.01.2019 (with late fee of Rs. 250/-) and by 15.01.2019 (with late fee of Rs. 1000/-) in the shape of hard copy in the format given below & soft copy at daa.mrsstu@gmail.com

Handwritten signature



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Semester..... Course..... Branch/Discipline.....

Name of Student	Father's Name	University Roll No.	Permanent Address	Telephone Number	E-mail ID

(5) Schedule for submission of Improvement forms

(a). The student applying for improvement whether on Sessional or Attendance basis are required to fill up IMPROVEMENT FORMS upto 04/01/2019 without any late fee.

(b). All attendance/sessional improvement cases except that of the ex-students will be dealt by the concerned department as per university rules. Department will collect the ATTENDANCE/SESSIONAL IMPROVEMENT FORMS & the list of the same will be displayed on the departmental Notice Board with the intimation to office of Dean Academic MRSPTU section upto 15/01/2019.

(c). Students detained on the basis of sessional only can deposit their improvement forms in their respective department with late fee of Rs. 50/- per day after 15/01/2019 up to the start of first house test.

Tuom
24/12/18
Deputy Registrar (A & R),
O/o Dean Academic Affairs,
MRSPTU, Bathinda

Copy of the above is forwarded to following for information and necessary action please:

- PA to Vice Chancelor MRSPTU, Bathinda for information
- Registrar, MRSPTU, Bathinda
- HOD: Physics / Chemistry / Mathematics / Pharmaceutical Sciences / University Business School/ Food Sci. & Tech. / School of Architecture & Planning / Computational Sciences / CE / ECE / Textile Engg. / Electrical Engg.
- Director, IT Enabled Services for uploading on web-site.
- Finance Officer, MRSPTU, Bathinda
- Notice Boards of Departments
- Hostel No. 1, 2, 3, 4, 5, PG Hostel & Girls Hostel No:1 & 2.
- Master Copy



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Date:

STUDENT REGISTRATION FORM (Session:)

For M. Tech/ B. Arch./B.Pharm/M.Pharm./B.Sc. (Hons.) in Mathematics/BCA-MCA Dual Degree Programme/M.Sc./MBA/MCA/_____ Batch_____ Semester_____

1. Name (In block letters)_____
2. Father's Name (In block letters)_____
3. Mother's Name (In block letters)_____
4. Sex: Male_____ Female_____
5. Date of Birth_____
6. College Roll No._____
7. University Roll No._____
8. Category of Admission_____
9. Contact Address_____

10. i) Tel No. with STD Code_____
- ii) Mobile No._____
11. E-mail Address_____

12 I will not indulge in any kind of ragging or indecent behaviour towards my fellow students, teachers and staff members. I am aware of the fact that at any stage if I am found to be involved in such type of activities I am liable to face a strict disciplinary action.

Date:_____

Signature of Student

Checked and verified. It is also certified that the above said student has paid the fee in the current semester.

Teacher Incharge

Enclosed: Attach fee receipt.

Head of Department or
his/her Representations

Receipt for Registration form (to be retained by the student)

Ref. No.

Dated.....

I have received registration form of Mr./Miss. S/o Sh.
Branch.....Sem.....on.....Branch...

(Signature.....)
Office Clerk/Authorized Signature