

**Office of DEAN, Faculty of Engineering & Technology
Guru Jambheshwar University of Science & Technology
HISAR**

No. 952-957

Dt. 18/01/19

To,

Chairperson (CSE, ECE, ME, BME, PT)
GJUST, Hisar

Sub : Classes Schedule for Even Semester (1st to final year) – CSE, ECE, ME, PT and BME department

Even Semester teaching (Session 2018-19) for BTech/MTech/MCA courses (**1st to final year in CSE, ECE, ME, PT and BME department**) will commence wef **28th Jan 2019** (2.00 PM onwards). It is also mandatory for all the students of CSE/ME/ECE/BME/PT department to get themselves register for coming semester on **28th Jan 2019** (9.00 AM to 1.00 PM) in their department positively. Please ensure following arrangements (in time) for smooth conduct of classes :

- Class wise Coordinators are appointed for semester registration activity. Coordinator should ensure that student paste one passport size photo graph on registration form and sign on form in presence of Coordinator.
- Hard copy of Time table and hard/soft copy of semester syllabus is provided to students at the time of registration.
- Chairperson / Class Coordinator to hold an introductory session for students regarding coming semester academic/other activities.

Student should not be allowed to register for semester before or after 28th Jan 2019. However in genuine cases if a student fails to register on **28th Jan**, he/she may be allowed to register on following condition :

- Upto five days with late fine of Rs 100/- (upto 2/2/2019 or next working day ie 4/2/2019) with the permission of Chairperson
- Upto ten days with late fine of Rs 250/- (upto 7/2/2018) with the permission of Dean FET on recommendation of Chairperson.
- Permission may be sought from Vice Chancellor after 7/2/2019 with late fee of Rs 500/-

Chairpersons should ensure that classes get started wef 28/1/2019 (2.00 PM onwards). Students should also be instructed to attend classes wef 28/1/2019 itself. Strict action may be taken against students who will not attend classes wef 28/1/2019.


DEAN (FET) 18/1/19

Cc:

- Coordinator 1st Year courses
- Chief Warden Boys Hostel
- Chief Warden Girls Hostel
- Director UCIC for uploading on website
- SVC for kind information of Vice Chancellor
- PA to Registrar for kind information of Registrar