

## **Important Instructions for Students**

1. Last date of online form fill up is 16th November 2015.
2. Enter your College Unique Id correctly for Log in (For 2015 Admissions Regular & Lateral Entry)
3. Fill in your Address, Phone number and email id correctly in the specified places
4. Check your Name, Degree Stream, Semester, Subject Code and Subject Name as it appears on the page
5. Check for Fees Due if any.
6. In case you have any fees due you must contact with Accounts Department
7. In case Your attendance is below the requisite percentage You must Contact your HOD immediately
8. If your Fees and Attendance are clear proceed to take a final Print out of the Form
9. In Order to Save the Document in PDF format by Click on Print Button and select the save option
10. Check the Data in the Final Print out of the Form
11. Deposit the form to the institution along with the Examination Fees Rs. 1000 on 17<sup>th</sup> November 2015 or 18<sup>th</sup> November 2015.
12. Eligible students for online form fill up (Odd Semester 2015)
  - a. All B.Tech 1<sup>st</sup> year
  - b. All B.Tech Lateral Entry 2<sup>nd</sup> year
  - c. MBA 1<sup>st</sup> year
  - d. MCA 1<sup>st</sup> year
  - e. All M.Tech 1<sup>st</sup> year

**Online form fillup for odd sem 2015 under autonomy**