

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

HISAR

No. 1280 - 1287

Dt. 15-01-2020

To,

Chairperson(CSE, ECE, ME, EE, BME, PT, Civil, FT)
GJUST, Hisar

Sub : Classes Schedule for Even Semester (1st to final year) – CSE/ECE/ME/PT/BME/EE/FT(BTech & MTech)/Civil

Even Semester teaching (Session 2019-20) for BTech/MTech/MCA courses (1st to final year in CSE, ECE, ME, PT, FT, EE, Civil and BME department) will commence wef 27/1/2020(2.00 PM onwards). It is also mandatory for all Engg students of CSE/ME/ECE/BME/PT/Civil/EE/FT department to get themselves register for coming semester on 27/1/2020 (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 27/1/2020. However in genuine cases if a student fails to register on 27/1/2020 he/she may be allowed to register on following condition :

- Upto five days with late fine of Rs 100/- (upto 1/2/2020 or next working day ie 3/2/2020) with the permission of Chairperson
- Upto ten days with late fine of Rs 250/- (upto 6/2/2020) with the permission of Dean FET on recommendation of Chairperson.
- Permission may be sought from Vice Chancellor after 6/2/2020 with late fee of Rs 500/-

Chairpersons should ensure that classes get started wef 27/1/2020 (2.00 PM onwards). Students should also be instructed to attend classes wef 27/1/2020 itself. Strict action may be taken against students who will not attend classes wef 27/1/2020. **Students should fill choice of Open Elective(if applicable) in their registration form.**


DEAN(FET)

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