

Ref. No: GLBITM/NOTICE/RO/2018/01

Date: - 02.01.2018

**MOST IMPORTANT NOTICE**

All students (except B.Tech.1<sup>st</sup> Year) are hereby informed that Institute will re-open for regular classes of Even Sem., session 2017-18 as per schedule given below. However, closing date of Odd Sem. will be notified by the respective HoDs.

<u>Course</u>	<u>Registration Date</u>
B.Tech.-2 <sup>nd</sup> Yr. & MBA (All yrs)	18.01.2018,

B.Tech- 3<sup>rd</sup> Yr.& MCA-2<sup>nd</sup> Yr. – Will be governed as per notification issued by T&P Cell.

B.Tech-4 <sup>th</sup> Yr. & MCA-3 <sup>rd</sup> Yr.	18.01.2018,
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(Note:-Final year students must see the notifications of T&P cell for upcoming campus drives)

Registration for even semester will be held on registration date mentioned above. Registration is mandatory to attend the classes, failing which a fine will be imposed and no one will be allowed to attend the classes. For smooth registration process, ensure the following before proceeding on semester break:-

1. Payment of balance fee, if any.
2. Collect Registration Form from Respective Department. This form can be downloaded from Institute website. Submit duly filled form at the time of registration on scheduled date.
3. Apply for Duplicate Institute ID card, if lost / missing original ID Card.
4. Return all Library books at library counter.
5. Parent's feedback form is available on Institute website. Apprise your parents about this and request them to upload their valuable feedback and bring a copy of this for office records.

  
(REGISTRAR)

Copy to:-

1. The Director – For kind information pl.
2. All Head of Departments (with a request to announce this important information in all class rooms and necessary action at their end)
3. All Faculty and Staff members – through e-mail.
4. Administrative Officers / Hostel warden.
5. All Notice Boards.