SOP For Course Registrations on iCloud

Step 1. Login in your iCloud accounts with username and password.

Step 2. Click on college info

Step 3.   Click on Registration Tab

Step 4.   Click on Top white tab and click on "Apply" buttons for the courses you wants to register for the courses.

Step 5. Click on **"Yes Iam Sure button"** to add the course for registrations. Do it for all other courses/subjects you wants to register and meet the maximum credit limit required for registrations.
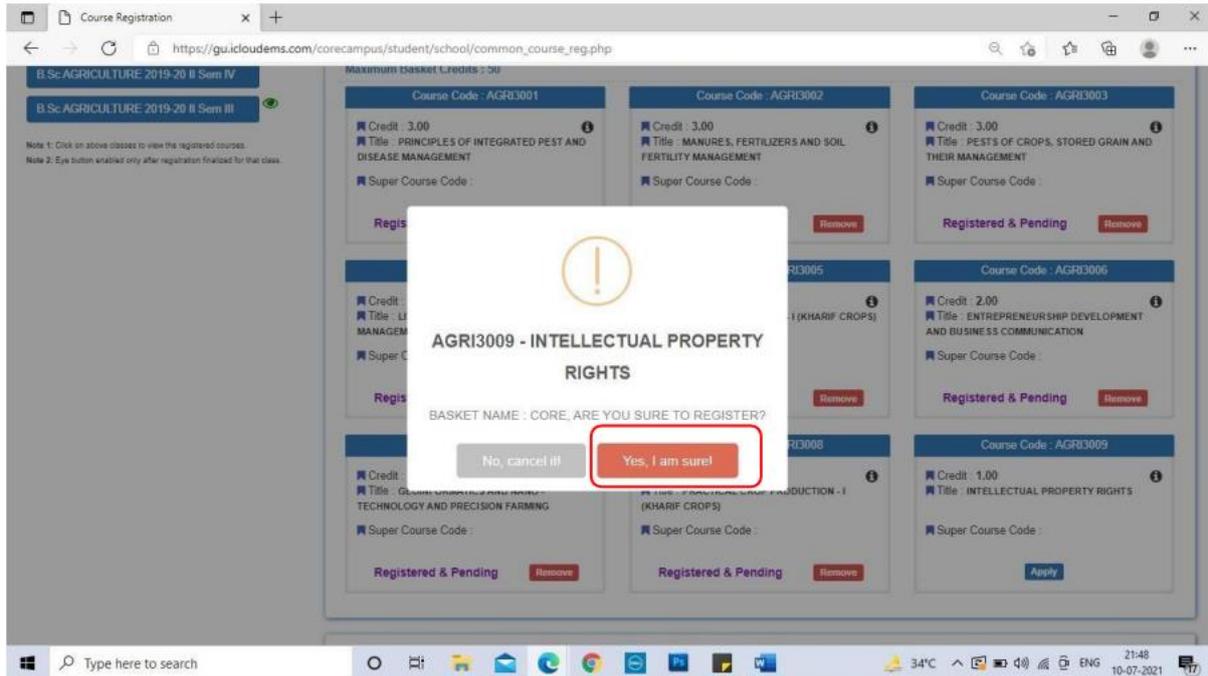
Step 6. Student to see the Maximum credit required for registrations and Its mandatory to click on **finalise registrations button**.

    a) If students unable to click on finalise button then their registration is not going to be completed.

    b) Late registration fine of Rs.200/day will be charged if students not going to complete the registration process on timelines of registrations shared by Registrar Office.

    c) Once student click on finalise button a green coloured eye button will appear and students have to download PDF as registrations completed.

    d) The course registrations will be approved by school program chairs.

NOTIFICATION

It is hereby informed that the registration process for Even Semester 2024-25 will start from 15.02.2025. The complete schedule for the registration process is as follows:

Activity Details	Regular Semester	Summer Semester
Start date of Registration for 2,4,6,8 & 10 semester	15.02.2025	01.03.2025
Last date of Registration for 2,4,6,8 & 10 semester without fine	22.02.2025	10.03.2025
Last Date of Registration with fine	28.02.2025	-

Important Notes:

1. All pending dues must be cleared before proceeding with online registration.

2. No registration will be permitted after the due date mentioned in the schedule.

3. Attendance Requirement:

   - 100% attendance is mandatory to appear in the Mid-Term Examination (MTE) and End-Term Examination (ETE).

   - A minimum of 75% attendance may be considered only with valid proof of medical or other emergencies.

4. Students failing to maintain the minimum course-wise 75% attendance will not be allowed to appear for both MTE & ETE Examinations.

5. Students are advised to regularly visit the university website for updates and official notifications.

6. All students must adhere strictly to the official notifications regarding attendance. Avoid misinformation and rumours.

7. Attendance will be calculated from the date of commencement of classes.

8. Students are advised to update their Aadhar details to verify their Academic Bank of Credits (ABC) ID.

For any further queries, students may contact the university administration.

Registrar