

MANAV RACHNA UNIVERSITY
Estd. Vide Haryana Act No. 26 of 2014
(Formerly Manav Rachna College of Engineering)
Sector-43, Aravali Hills, Faridabad

F.No. MRU/OM-OO/ Vol-V/2023/2094


Dated : May 15, 2024

OFFICE ORDER

Subject: Guidelines for Registration to courses in Academic Year 2024-25

The Competent Authority is pleased to order that the following guidelines for course registration for the Academic Year 2024-25 shall be adopted as under:

1. Students shall be allowed 10 days' time for Course Registration as per schedule given in the Academic Calendar;
2. Those students who fail to register within the stipulated time, shall be allowed one week more time for Course Registration with **late fee of Rs. 500/- per day for a week after** the last date of registration;
3. In case a student still fails to register for the courses in each semester even after one week of the last date of registration, he/she shall be allowed to register for the courses with late fine of **Rs. 5000/- up to next one week;** and
4. Those who fail to register for the courses even after 2 weeks of the date of registration, he/she will not be allowed to register for the courses of the semester and will be required to pursue the courses as backlog odd/even semester as the case may be.


(R.K.Arora)
Registrar

F.No. MRU/OM-OO/ Vol-V/2023/2094

Dated : May 15, 2024

Copy to:

1. Pro Vice Chancellor
2. All the Deans/Associate Deans/Directors and HoDs
3. Deputy Registrar (Academics) with request to circulate the guidelines among students for information & Compliances.
4. Website Coordinator for uploading on the University Website
5. Sr. Account Executive/Account Executive
6. PS to VC for kind information to Vice Chancellor
7. Notice Board


(R.K.Arora)
Registrar