

OFFICE OF THE CONTROLLER OF EXAMINATIONS ALIGARH MUSLIM UNIVERSITY, ALIGARH

D.No.XM/192

Date: 03.08.2024

NOTICE

In continuation to notice bearing number XM/166 dated 29.07.2024 regarding registration of ODD-Semester, 2024-25, following is hereby clarified:

1. Bonafide eligible students who are able to register and pay the continuation charges but their Name/Faculty No./Course/Hostel/Room No./Mobile No. is incorrectly recorded should submit **Form-I** duly forwarded by the Provost concerned after paying their continuation charges.
2. Bonafide eligible students who are able to register and pay the continuation charges but their Hall and/or resident status (whether Resident or Non-resident – for girl students) is incorrect should submit **Form-II** duly forwarded by the Provost concerned before paying their continuation charges.
3. Bonafide eligible students who are unable to register should submit Form-II duly forwarded by the Provost concerned so that their record gets updated on the Registration portal and enables them to pay the continuation charges.

Students should keep in mind that their attendance will be counted from the date of commencement of classes, irrespective of their date of continuation.

It may further be noted that those eligible students who do not register and pay the continuation charges within the due date (as already notified) will not be eligible to appear in the examinations even if they have attended the classes and fulfilled other requirements.


Assistant Controller
(Examinations)
A.M.U., Aligarh

Enclosure: Form I & II

Copy to:

1. All Deans of Faculties/D.S.W.
2. Proctor
3. University Librarian
4. Provost, Halls of Residence/N.R.S.C.
5. Nodal Officer, AMU Centres for information to the Centres
6. S.O. to COE for information
7. Registration Desk/Examinations Section COE Office

ALIGARH MUSLIM UNIVERSITY, ALIGARH**APPLICATION FOR CORRECTION IN DETAILS ON THE REGISTRATION PORTAL**

The Controller of Examinations
AMU, Aligarh

Sir,

I have registered and paid my continuation charges for the Session 2024-25. However, my details as available on the Registration Portal need to be updated as given below:

S.No.	Particulars	Correct Details	Put a Tick Mark if correction required
1	Name		
2	Enrolment No.		
3	Faculty No.		
4	Course		
5	Hall		
6	Hostel*		
7	Room No.		
8	Email		
9	Mobile		

- Specify the Name of Hostel or alternatively mention Waiting if not yet allotted. Non-Resident Girl students should write 'NR'.

You are requested to kindly direct the concerned Section to update my details on the Registration Portal.

Yours faithfully

Date: _____

Full signature of Student

CERTIFICATE FROM THE PROVOST WHERE RESIDING

Certified that the particulars of the student _____ (name)
as given above have been verified from the Hall records.

**Signature of the Provost
with Seal**

(Note: The above application should be submitted at Reception Counter, Controller's Office by the student)

ALIGARH MUSLIM UNIVERSITY, ALIGARH**APPLICATION FOR CORRECTION IN DETAILS ON THE REGISTRATION PORTAL**

The Controller of Examinations
AMU, Aligarh

Sir,

I am not able to complete my registration process as my details are not available on registration portal. My details as given below need to be updated:

S.No.	Particulars	Correct Details	Put a Tick Mark if correction required
1	Name		
2	Enrolment No.		
3	Faculty No.		
4	Course		
5	Hall		
6	Hostel*		
7	Room No.		
8	Email		
9	Mobile		

- Specify the Name of Hostel or alternatively mention Waiting if not yet allotted. Non-Resident Girl students should write 'NR'.

You are requested to kindly direct the concerned Section to update my details on the Registration Portal.

Yours faithfully

Date: _____

Full signature of Student

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CERTIFICATE FROM THE PROVOST WHERE RESIDING

Certified that the particulars of the student _____ (name)
as given above have been verified from the Hall records.

**Signature of the Provost
with Seal**

(Note: The above application should be submitted at Reception Counter, Controller's Office by the student)