



GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY  
Sec. 16,C, Dwarka, New Delhi - 110078  
Examination Division

Ref. No.: GGSIPU/EXAM/CONDUCT/2024/

Dated: 06.08.2024

**NOTICE**

**Subject: Schedule for Collection & Submission of Registration chart for final year Supplementary Examination (Theory & Practical - Annual/Even & Odd Semester) for programmes to be held in August - September 2024 only for final year regular students of Academic session 2023-24**

All USS / Affiliated Institutes & Colleges are hereby informed that the Registration Chart (RCs) for final year Supplementary Examination (Theory & Practical - Annual/Even & Odd Semester) for programmes to be held in August – September 2024 only for final year regular students of Academic session 2023-24 has been processed. All USS/ Affiliated Institutes & Colleges are hereby directed to take the printout of the Registration Chart sent to their registered Email IDs.

All students are required to check their details before signing the Registration Chart. The students details are also to be verified thereafter by Dean/ Director/ Principal of the USS / Affiliated Institutes / Colleges.

**Students are required to pay requisite Supplementary Fee by 13<sup>th</sup> August 2024 at their USS/Institute/College.**

Duly filled in RC of USS/ Institute/.College shall be submitted in **duplicate (hard copy) alongwith reappear fees** in the respective Conduct Branches (Room No.26 & 31), Examination Division **on or before 13<sup>th</sup> August 2024 (Tuesday) by 04:00 PM** positively.

All Dean/ Director / Principal to please ensure that **no ineligible students** be allowed to sign the Registration Charts under any circumstances.

All USS / Affiliated Institutes / Colleges are also requested to submit a single Bank Draft/ Demand Draft. In case of more than one DD, the same should be provided in the format given below on soft and hard copy.

S.No.	Name	Enroll. No.	Sem.	Batch	Code	Bank Name	DD No. & date	Amount (Rs)

Bank Receipts (in duplicate) shall be submitted alongwith RC in concerned conduct branch(s).

This issues with the approval of Controller of Examinations.

Please take this on priority.

  
(Y.S. Kataria)  
Incharge – Conduct

**Copy to:**

1. Assistant Registrar, Finance & Accounts, GGSIPU
2. Bank Manager, Indian Bank, GGSIPU Branch, with a request to allow the USS/ Colleges/ Institutes to deposit reappear (Supplementary Examinations) fees.
3. PS to COE for kind information to Controller of Examinations, please
4. PS to COF for kind information to Controller of Finance, please
5. UITS, with the request to upload on the University Website
6. Guard File