

**OFFICE OF THE CONTROLLER OF EXAMINATIONS  
TEZPUR UNIVERSITY: NAPAAM: TEZPUR-784028**

**NOTIFICATION**

F.11-6/4/2003 (Acad)

Dated 16<sup>th</sup> June, 2015

1. This is for information of all concerned that the date for the **enrolment cum course registration** for the **Autumn Semester, 2015** for all programmes is **27.07.2015 (only one day)**. There is no date for enrolment cum course registration with late fine.
2. **Fee structures** for enrolment to various programmes of studies are [attached herewith](#).
3. Eligible students shall deposit the enrolment fee through the prescribed Bank Challan in the '**State Bank of India Power Jyoti Account of Tezpur University** (i.e. a/c number is **31223174021**) as per the following existing procedure:
  - (a) The students will collect three parts of the challan–student's copy, academic section's copy and finance section's copy from the bank with seal and signature of the authorized person of the bank after depositing the fee in the account. The bank must provide the journal no. in the challan.
  - (b) An additional amount of Rs.30/- (Rupees thirty only) shall have to be deposited by the students/ depositors as bank charges.
  - (c) Students shall deposit the fee well ahead of the date mentioned above from any branch of **SBI** to avoid rush on the enrollment day at campus.
  - (d) The format of **Bank Challan** is available on the website.
4. Eligible students will collect the prescribed **course registration form** from the department. The students will submit the duly filled in course registration forms along with the **fee paid challans** (academic section's copy and finance section's copy) to the concerned Head of the Department on the date mentioned above.
5. The concerned department will send the Academic Section's copy of the course registration forms duly verified and signed by the Head of the Department along with the Academic section's copy of the bank challan to the Controller of Examinations in a bunch within three days. The concerned Department will send the finance section's copy of the bank challan to the office of the Finance Officer. **The Department will retain the Department's copy of the course registration form with them and take necessary steps for online registration of the courses.**
6. The student will submit the warden's copy of the course registration form in the **office of the Dean, Students' Welfare** after getting signature from the Head of the Department in the course registration form (no need to send the warden's copy of the course registration form to the office of the Controller of Examinations).
7. The Head of the Departments will refer the cases of the students having **withheld results** and other exceptional cases of enrolment to the Controller of Examinations.

- 8 The boarders of the hostels will deposit Rs,1,500/- as menial charge separately in the menial fee account, **State Bank of India A/c No.31039472414** and deposit the slip with their name and roll nos. to the concerned warden of the hostel. The concerned warden will submit the slips with a statement to the Finance section.

Sd/-L. Boral  
Controller of Examinations

**Encl.: Fee structures for enrolment to various programmes of studies.**

Memo No. F.11-6/4/2003 (Acad)/**475-A**

Dated: **16.06.2015**

Copy for information to:

1. Pro Vice-Chancellor, Tezpur University.
2. Dean, Students' Welfare, Tezpur University for necessary action.
3. Heads of the Departments, Tezpur University with a request to circulate this amongst the students of their department.
4. Registrar, Tezpur University.
5. Finance Officer, Tezpur University for **necessary action**.
6. All Wardens of Hostels, Tezpur University for necessary action.
7. Secretary to the Vice-Chancellor Tezpur University for information of the Vice-Chancellor.
8. Webmaster, Tezpur University with a request to upload the notification on the website.
9. Concerned file

Sd/-Controller of Examinations

## List of Programmes

<b><u>FEE STRUCTURE FOR ENROLMENT TO AUTUMN SEMESTER, 2015</u></b> <i><u>(STUDENTS ADMITTED IN 2014)</u></i>
<b><u>FEE STRUCTURE FOR ENROLMENT TO AUTUMN SEMESTER, 2015</u></b> <i><u>(STUDENTS ADMITTED UNDER SELF SUPPORTED SCHEME IN 2014)</u></i>
<b><u>FEE STRUCTURE FOR ENROLMENT TO AUTUMN SEMESTER, 2015</u></b> <i><u>(STUDENTS ADMITTED DURING 2011 TO 2013)</u></i>
<b><u>FEE STRUCTURE FOR ENROLMENT TO AUTUMN SEMESTER, 2015</u></b> <i><u>(STUDENTS ADMITTED UNDER SELF SUPPORTED SCHEME DURING 2011 TO 2013)</u></i>
<b><u>FEE STRUCTURE FOR ENROLMENT TO AUTUMN SEMESTER, 2015</u></b> <i><u>(STUDENTS ADMITTED BEFORE 2011)</u></i>
<b><u>Ph.D. ENROLLMENT FEE FOR THE AUTUMN SEMESTER 2015</u></b> <i><u>(2<sup>nd</sup> semester onward)</u></i>