

	THE NORTHCAP UNIVERSITY	REVIEW DATE :
	Inter-Office Memo	SHEET 1 OF 1

From: Dean-Academics Office

To: Students Notice Boards/Website/LMS

**Cc: Hon'ble GB, Pro-Chancellor, Pro-VC, Dean Academics,
All DOS, All HODs, Registrar, COE, COR, Secretarial**

Date: 30th November 2016

DEAN/IOM/074/2016

**NOTIFICATION REGARDING AMENDMENTS IN THE RULES RELATED TO
"LATE REGISTRATION"**

This is to inform all the students of The NorthCap University (NCU) that there are certain amendments in the rules related to "Late Registration".

The updated rules in this regard are summarized below which are applicable from **Semester Jan-June, 2017** onwards:

- i. **Registration after due date (as specified in the Academic Calendar) will be done only after paying a fine of Rs. 1000/-. This provision will be applicable only for first two weeks after commencement of classes.**
- ii. **Students will not be allowed to attend classes and will be marked absent during the non-registered status.**
- iii. **Non-Registered students beyond two weeks of commencement of classes will lose the entire semester.**

Students are hereby requested to take note of the above changes and comply.



Dr. Phool Singh

Deputy Dean – Academics (UG Studies)