



# AZAD GROUP OF EDUCATIONAL INSTITUTIONS

(UNDER AUSPICES OF AZAD EDUCATIONAL SOCIETY)  
Approved by AICTE/PCI, New Delhi & Affiliated to AKTU/BTEUP

Ref. No.:ATC/NOT/2019/0

Date: 08/01/2019

## **NOTICE FOR EVEN SEMESTER CLASSES**

All Institutions under Azad Group of Educational Institutions, Lucknow will re-open on **28<sup>th</sup> January, 2019**. The registration and commencement of classes for M.Tech./ B.Tech./ M.Pharm./ B.Pharm./ D.Pharm./ MCA/ BCA/ MBA/ BBA/ B.Com. for even semesters will take place on the same day i.e. **28<sup>th</sup> January, 2019**.

### **The procedure of registration will be as follows:**

1. Students are required to collect Registration Form from the department before leaving for winter break. They can also download it from the institute's website.
2. Registration Form needs to be filled properly and signed by student and countersigned by parent.
3. Registration Forms are required to be forwarded by Accounts Office of the institute. Accounts Office will forward only Registration Forms of students whose all dues are clear.
4. Registration Forms forwarded by Accounts Office are required to be verified by the concerned mentor and then finally be submitted to the head of the department to get the registration done.
5. Students who fail to register on the above date will have to pay a fine of Rs. 100/- per working day up to 10 working days, thereafter their names will be struck off from the rolls of the Institute and they will have to take RE-ADMISSION by paying Rs. 5000.

**Director, ATC**

### **Copy to:**

- ED/ VC / AD / Advisor for information please;
- Director AIPR/Principal ADC(LU)/Principal ALP;
- HoD App. Sc./BA/CA/EE/EL/CSE/ME/CE/BT/Pharmacy;
- Registrar/SWO/Proctor/AO/CT&P/Librarian-CL/Librarian-AIPR /WSS;
- Asstt. Registrars/Wardens/SO/SSO;
- All Notice Boards and website;
- Mr. Azeemuddin for distribution and display.