

# Re-registration for January 2022 Session

**Last Date : 30<sup>th</sup> November 2021**

Welcome to the Re-registration Portal for January 2022 Session. On this portal you can submit your re-registration form for the next year/semester and make online payment. **This portal is open for both Indian and International students of the University.**

Before you proceed, please read the following instructions carefully:

- 1. You will need to register on the Portal. Please click “New Registration’ button to proceed.** Please provide your correct mobile number and e-mail ID, because we shall be able to send you confirmation and other important update only if we have your correct mobile number and e-mail ID. **If you have already registered on the portal, you may use your Username and Password to log in.** In case you face difficulty in registering on the portal (not getting OTP/ forgot Username/Password or any other difficulty), please approach your Regional Centre for re-setting of your account/updating email ID or mobile number.
- 2. Choose your courses (wherever option is given) carefully.** Please go through your Programme Guide for details of the courses on offer. Change of course at a later stage may result in loss of time available to you for your studies.
- 3. Please exercise due caution in making online transaction.** Please do not share your card details or OTP with anyone. As far as possible, please use your own card/net banking to make payment. You can also make payment through UPI, including BHIM App. **Students of International Division may use online payment options available to them.**
- 4. Please do not wait for the last date for submission** of your re-registration form.
- 5. In case online payment made by you does not get updated, please do not make the second payment immediately.** Please wait for a day, check the payment status and then decide.
- 6. In case you make payment two times for the same application, one of the payments shall be refunded to your account.**
- 7. In case you are using third-party services (cybercafé or some other outlet) for submission of your re-registration form, please ensure that the courses have been correctly chosen and payment of programme fee has been made successfully. Please obtain a printout of the form submitted and payment confirmation.**
  - Please confirm Courses before Submitting Re- Registration.**