



Visvesvaraya Technological University

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CIRCULAR

Sub: Online filing of student resume for UG/PG Programs 2018-19 - reg.

Online filing of student resume entry for freshers admitted to I/III Sem. UG/PG programs has been enabled through web based applications and the same is available on <http://resume.vtu.ac.in> The schedule of submission of resumes is as under:

Sl. No.	Date	For the colleges coming under
01	19.09.2018 to 24.09.2018	Belagavi, Kalaburagi and Mysuru Regions
02	25.09.2018 to 03.10.2018	Bengaluru Region

: PROCEDURE FOR FILING ONLINE APPLICATIONS :

1. The application is enabled at <http://resume.vtu.ac.in>
2. Each College has to identify a coordinator for this activity.
3. Kindly share the Name of the Principal, Coordinator, Mobile No.s and Email ids of both, alternative contact Number by specifying the Name of the College and College Code to the email id prexam@vtu.ac.in
4. The registered mobile number/s will get login credentials or through email.
5. Resume entry can be done by Using login credentials shared to the Coordinator by the University.
6. Multiple logins with one login credentials is enabled.
7. The homepage of the resume entry contains a presentation file detailing the steps of resume entry. The College Coordinators can go through the presentation file for easy understanding of the system of resume entry.
8. The Principals are requested to Instruct the concerned staff, designated for this purpose to make arrangements for candidate-wise online filing of candidate resume.
9. Students need to approach designated staff of their department to submit their resume. The student needs to submit his passport size photograph in jpeg format, the size of the photo should be 94pixel X 132pixel. The file size should be less than 40KB.
10. On the request of the students, candidate resume shall be entered online by the designated staff member/s by using coordinator login.
11. Aadhar number of the student is to be entered to avail better e-services from the university and other Government agencies.
12. A printout of the resume thus submitted shall be taken to get the student's signature, which shall be approved by the HOD and Principal/his representative.
13. The USN for approved candidates will be generated, based on the resume submitted, hence the coordinators are requested to take maximum care while entering the information.
14. Kindly send your queries in respect of resume entry, if any, to prexam@vtu.ac.in

Contents of this circular may please be circulated among all the concerned.

Sd/-

REGISTRAR (EVALUATION)

To, The Principals of all Engineering colleges.

Copy FWC's to:

1. Hon'ble Vice-Chancellor through the Sec. To VC, VTU Belgaum, for information.
2. The Registrar, VTU Belgaum, for information.
3. The Incharge Regional Directors of VTU Regional Offices, for information & needful.

REGISTRAR (EVALUATION)