



Visvesvaraya Technological University

Belagavi – 590 018, Karnataka State, INDIA

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CIRCULAR

Sub: Online filing of student resume for UG/PG Programs 2016-17 – 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	20 th October 2016 to 24 th October 2016	Belagavi, Kalaburagi and Mysuru Regions
02	25 th October 2016 to 28 th October 2016	Bengaluru Region

: PROCEDURE FOR FILING ONLINE RESUMES :

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 ict@vtu.ac.in
4. The registered mobile number/s will get login credentials through SMS.
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 colleges can even upload resumes through excel sheet by using the template available at <http://resume.vtu.ac.in>, if the student data is available.
9. The Principals are requested to Instruct the concerned staff, designated for this purpose to make arrangements for student-wise online filing of student resume.
10. Students need to approach designated staff of their department to submit their resume.
11. On the request of the students, student resume shall be entered online by the designated staff member/s by using coordinator login.
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 students will be generated, based on the resume submitted.
14. Kindly send your queries in respect of resume entry, if any, to ict@vtu.ac.in

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

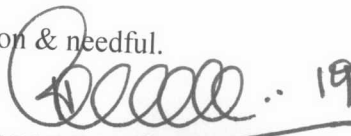
Sd/-

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 Special Officers of VTU Regional Offices, for information & needful.


REGISTRAR (EVALUATION)

19.10.16