



Visvesvaraya Technological University

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Ref. No.VTU/BGM/Reg(E)/PS/2018-2019/ 1096

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CIRCULAR

Sub: Updating faculty information - reg.

Ref: VTU/BGM/Reg(E)/PS/2018-2019/649, dated 30.08.2018

With reference to the above, it is observed that most of the colleges have not updated the faculty data in respect of M.Tech. Courses of 1st Semester 2018-2019. This is causing inconvenience in the associated works. Hence, the Principals of constituent and affiliated engineering colleges are requested to instruct the concerned to :

1. **Map the subjects being handled by each faculty members of the institution during 1st Semester 2018-2019 in respect of M.Tech. and other PG programs immediately.**
2. Not to miss any subjects including labs.
3. Mention the number of times faculty handled the subject/ similar subjects of previous schemes.
4. Faculty members are to be instructed to check the correctness of their bank details and PAN number.
5. Faculty members who are joining from one institution to other institution need not create new id. However, a request may be sent to the office of the undersigned through the Principal for transfer of their credentials to the new college.

Procedure for faculty mapping:

1. URL: <http://prexam.blr.vtu.ac.in> - for Bangalore Region
2. URL: <http://prexam.vtu.ac.in> - for Belagavi, Kalaburagi and Mysuru Region colleges.
3. Go to the Faculty Registration in the main menu
4. The login ID and password for all the branches are already provided.
5. Remaining procedures for faculty mapping remains same as earlier.

PLEASE NOTE: *The information submitted by the colleges will be used for appointment of paper setters for Question Paper Setting, Practical Examiners Allotment, Theory Evaluation Allotment etc., Hence, the accuracy of the information is very important. Further multiple faculty may be mapped for one subject / lab.*

This may be treated as most urgent and to be completed before 15th December 2018 without fail.

If any college failing to update the above said data will be viewed seriously.

The Principals of constituent, affiliated and autonomous engineering colleges are requested to bring the contents of this circular to the notice of all the concerned.

Sd/-

REGISTRAR (EVALUATION)

To, The Principals of Constituent and Affiliated Engineering Colleges

Copy FWC's to:

Copy FWC's to: Hon'ble Vice-Chancellor, through the Sec. to VC, Registrar & Finance Officer, VTU for information and Incharge Regional Directors of VTU RO's for information & needful

REGISTRAR (EVALUATION)