



Visvesvaraya Technological University

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CIRCULAR

Sub: Online filing of student resume for UG/PG Programs 2020-21– 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 <https://resume.vtu.ac.in> The schedule of submission of resumes is as under:

Event	Last Date
Resume Entry for the students admitted during 2020-2021 2 nd year lateral entry admission to B.E./B.Tech./MCA Programs	27.01.2021 to 28.01.2021
Resume Entry for the students admitted during 2020-2021 1 st year fresher's of UG and PG Programs	27.01.2021 to 02.02.2021

: PROCEDURE FOR ONLINE FILING OF STUDENT RESUME:

1. The application is enabled at <https://resume.vtu.ac.in>
2. Each College has to identify a coordinator for this activity.
3. Kindly share the name and **email** of the Principal and Coordinator, nominated for the purpose along with the college code and college name.
4. The college can use the credentials used for student registration (the username is in the form of *college CodeVTU*, Ex *KLVTU*). If the credentials are not available, a request for the same can be sent to faculty@vtu.ac.in from the emails mentioned in 3.
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/her 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: Hon'ble Vice-Chancellor through the Sec. to VC, The Registrar, VTU Belgaum, for information. The Incharge Regional Directors of VTU Regional Offices and Incharge director ITISMU, VTU Belagavi, for information & needful.

Rangan B.E.
25/1/2021
REGISTRAR (EVALUATION)