



ವಿಶ್ವೇಶ್ವರಯ್ಯ ತಾಂತ್ರಿಕ ವಿಶ್ವವಿದ್ಯಾಲಯ  
(ವಿಟಿಯು ಅಧಿನಿಯಮ ೧೯೯೪ರ ಅಡಿಯಲ್ಲಿ ಕರ್ನಾಟಕ ಸರ್ಕಾರದಿಂದ ಸ್ಥಾಪಿತವಾದ ರಾಜ್ಯ ವಿಶ್ವವಿದ್ಯಾಲಯ)



**Visvesvaraya Technological University**

(State University of Government of Karnataka Established as per the VTU Act, 1994)

"Jnana Sangama" Belagavi-590018, Karnataka, India

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REGISTRAR

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Ref: VTU/BGM/SA/Aca-Cirs/2024-25/ 2544

Date: 31 AUG 2024

**CIRCULAR**

**Sub: Registration of Students Admitted to Higher semesters at Constituent,  
Affiliated and Autonomous Colleges for the year 2024-25- reg...**

With reference to the above, the following is informed.

1. The URL is <https://admissions.vtu.ac.in>
2. The student studying in below mentioned Courses have to register compulsorily
  - a. 3<sup>rd</sup> / 5<sup>th</sup> / 7<sup>th</sup> Semester of **B.E / B.Tech / B.Plan./B.Sc.(Honours)/B.Design**
  - b. 3<sup>rd</sup> / 5<sup>th</sup> / 7<sup>th</sup> / 9<sup>th</sup> Semester of **B.Arch.**
3. 3<sup>rd</sup> Semester **M.B.A / M.C.A / M.Tech / M.Arch / M.Plan**
4. Registration of every student in the portal is mandatory.
5. Scheme of Study : The student has to be registered to the applicable scheme of study only as per applicable regulations and notification issued from University from time to time. Principals of the Colleges have to take due care and attention while doing so. The Principal of the college is responsible for any wrong selection of scheme.
6. Registration must be made by the College staff on behalf of the student as per the Sl. 3 above. Under no circumstances students should be allowed access to registration portal. If portal credentials are shared with the student, the college will be held responsible for the consequences.
7. The College Principal has to finalize the registration compulsorily.
8. The department credentials are already available with the colleges. However , if misplaced or lost, the same can be obtained by sending a request from official principal email id to [faculty@vtu.ac.in](mailto:faculty@vtu.ac.in) . The department has to register their students using these credentials.
9. Changes in registration after the completion of last date will be permitted only after producing the proper and correct documentary evidence. However, the same may invite penalty.
10. The Autonomous colleges can add student details if it is not found in the portal with prior approval of University . Kindly refer the user manual for the complete procedure.
11. Any technical queries with respect to registration shall be forwarded to [prexam@vtu.ac.in](mailto:prexam@vtu.ac.in).
12. Registration will **commence from 3-09-2024** and **last Date** for registration is **13-09-2024**
13. The registration portal will be linked to examination applications of University.
14. For "Change of College/ Change of Branch/ Change of University", the Student Registration should be allowed in the new USN as and when provided by the University.
15. The data entered in the Student Registration portal will be shared with Student Scholarship Portal (SSP), National Academic Depository (NAD), Social Welfare Department and other Government

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Departments. Hence colleges are advised to take utmost care in entering the information. If any errors are found at a later stage, the college will be held responsible for the same.

- 16. University fees to be paid by students : as per Notification vide No. VTU/BGM/Aca/2024-25/1558 dt: 9-7-2024**
- 17. Autonomous Colleges:** The Principals of respective Colleges have to ensure that each student of their College is registered in VTU portal without fail and pay the University fees compulsorily.
- 1 Teachers development and Student Development:** These fees much be sent to the D.D.P.I. & Officer - in-Charge, Karnataka State Teachers Benefit Fund, " Shikshakara Sadana", Opp: Cauvery Bhavan, K G Road, Bangalore - 560 002 and a copy of the Statement to be submitted to the University.
  - 2 NSS Fee:** As per letter of Karnataka State Govt. ಯುಸಿಇ/ರಾಸಿಇ/ಸಾಮಾನ್ಯ/2017-18/140 ಡಿ: 13-07-2017 - NSS fee collected from the students to be retained in the college and need not be sent to the University. The collected amount shall be utilized as per Govt. Order ಇಡಿ 11 ಎವಿಫ 2015 ಡಿ: 4-5-2015
  - 3 Indian Red Cross:** In the total fee collected amount for the year w.r.t. Indian Red Cross Membership, 70% has to be retained in the college and utilized for activities of Red Cross Unit of the college and 30% shall be remitted to Indian Red Cross Society and a copy of letter to be submitted to the University
  - 4 Women Cell:** In the total collected amount 50% shall be sent to University and 50% shall be retained in the College and utilized for women Cell activities. Annual report of activities shall be submitted to the University.

**Note: The Principals of Constituent College and Chairpersons of VTU departments are informed follow the fees notifications / communications in this regard.**

This is for information and necessary compliance.

BY ORDER,



REGISTRAR

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To,

1. The of Principals of All Engineering (Constituent/ Affiliated/ Autonomous/) Colleges under the ambit of VTU, Belagavi
2. The Heads / Programme coordinators of all Departments of VTU

**Copy to:**

1. Hon'ble Vice Chancellor through the Secretary to VC, VTU, Belagavi for kind information
2. The Registrar (Evaluation), VTU, Belagavi
3. The Regional Directors (I/C) of all the Regional Offices of VTU for circulation
4. The Director, Computer Network Centre, VTU, Belagavi- **to host the portal and to upload circular on VTU website**
5. The PS to Registrar, VTU, Belagavi
6. All the concerned Special Officers and Case-workers of Academic Section, VTU, Belagavi