

NOTICE FOR RE-REGISTRATION

With reference to University Notification No. CNC-II/093/1/(22)/2022-23 dated 10.02.2023 regarding Addition to Ordinance VIII, it is hereby notified that the students of IV/VI/VIII Semester (Academic Session 2025-26) who have obtained grade "F" or ER in SEC/VAC/AECC/DSC/GE papers are required to apply for re-registration as per University rules.

- Students who have already passed the Internal Assessment and Practical Examinations but have received an "ER" in the theory examination are not required to fill out the re-registration form.
- It is not compulsory for students who have received an "F" in any paper but have not received an "ER" in such paper. However, they may apply if they wish to improve their grade.
- This notice is not applicable to students who wish to improve their grades. Such students are required to fill out the form for the theory examination only on the Samarth portal.
- All students applying for re-registration must visit the concerned teachers for class tests and assignments. If a student does not obtain marks for Internal Assessment and Practicals from the teachers, no marks shall be forwarded to the University.
- Despite this, if there is any kind of doubt, students may visit the college office to get their queries resolved before applying for re-registration.

Steps for Re-registration for ER/F Papers

1. Payment of Fees:
 - Pay ₹100/- per paper as re-registration fees.
(Example: For 3 papers = ₹300/-; for 1 paper = ₹100/-)
 - Payment Link: <https://eazypay.icicibank.com>
(Select "Other Misc. Fees")
2. Upload Documents on College Portal:
Upload the following documents at <https://mlnce.uni1erp.in>
 - Latest mark sheet
 - Copy of payment receipt (fees paid as per Step 1)

Note: This fee is separate from College Fees or University Examination Fees.

3. Submit Re-registration Form:
Fill in the required details in the re-registration form available on <https://mlnce.uni1erp.in/> and submit it online.

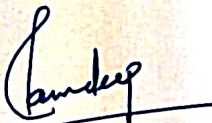
4. Re-appear Form on Samarth Portal:
All students must also select the same paper(s) for re-appear in the Samarth Portal.

Without filling the exam form on the Samarth Portal, the Internal Assessment marks cannot be upgraded.

Note for Ex-students: -

All ex-students are required to submit an offline application for re-registration in the College Office along with:

- A copy of their last result
- A copy of the payment receipt (fees paid as per Step 1)


(Prof. Sandeep Garg)
Professor-Principal

Copy to:

1. College Website
2. Student Notice Board
3. Nodal Officer, SEC/VAC
4. All Teachers-in-Charges
5. Convener, Time-Table Committee
6. Office File