

Ref: 2021-22/SFC/039

Date: 19 December 2021

## **Important Notice** **Subject Registration Term II**

All students (except first year) are hereby informed that the subject registration for TERM II is scheduled from **28<sup>th</sup> December 2021**.

Subject registration is mandatory for preparation of the academic-related records, including subject (electives, minors etc) selection by the student, roll calls, preparing a record for the internal and end semester examinations and other aspects.

The registration is compulsory for the respective commencement of academic processes. It is essential to complete the tuition fees related formalities to enable the registration. The entire balance fees is required to be deposited to enable the registration.

It is to be noted that registration is essential to be part of the academic endeavor in the University.

**Fee payment modes are as given below:**

Option I- through Payment Gateway:

- ✓ Login to VU ERP system - <https://erp.vupune.ac.in>
- ✓ Login with "Student Login ID"
- ✓ Click on Admission Fees (On Left Hand Side button)
- ✓ Select Programme Year and Semester
- ✓ Click on Payment Details
- ✓ Select online Payment
- ✓ Click on Submit Button
- ✓ Complete payment procedure
- ✓ After Payment, Download Receipt

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Option II – RTGS / NEFT / IMPS (Bank details are as follows)

Institute Name	Vishwakarma University
State & City	Pune, State- Maharashtra
Bank	HDFC Bank Limited
Branch	Kondhwe, Khurd, Pune 411 048.
Type of Account	Current
Account Number	50200027418843
IFSC Code	HDFC0000029 (Fifth to Ninth character is "Zero")
Swift Code	HDFCINBB

For cheque/ DD/ NEFT/ RTGS/IMPS payment: - please prepare fees challan in ERP system:

- Step 1 : Go to URL : <https://erp.vupune.ac.in>
- Step 2 : Login with “Student Login ID”
- Step 3 : Click on Admission Fees (On Left Hand Side button), Select Programme Year and Select Semester
- Step 4 : Select payment mode (Cheque/ DD / RTGS etc)
- Step 5 : Fill necessary details (cheque/ DD/ RTGS transaction details) and print/ download challan.
- Step 6 : For DD/Cheque- Submit Challan and DD/ Cheque in accounts section and collect receipt.
- For RTGS payments submit challan in accounts section or email your challan on [accounts.university@vupune.ac.in](mailto:accounts.university@vupune.ac.in).
- Step 7: After receipt of challan, Accounts Section will issue payment receipt.

DD or Cheque is to be drawn in the name of “Vishwakarma University” Payable at Pune.

In case you require further details to do the needful, feel free to contact anytime between 10am to 1pm / 2pm to 4 pm on weekdays (Monday to Friday).

Contact Numbers – **020 26950320** / [accounts.university@vupune.ac.in](mailto:accounts.university@vupune.ac.in)

Kindly note that only communication from your official email ID to the above-mentioned email address will be considered as official communication for further actions.

For any query related to fee payment and fee receipt, write mail to [accounts.university@vupune.ac.in](mailto:accounts.university@vupune.ac.in)

Sd/-  
Students Facilitation centre  
Vishwakarma University, Pune