

Ref: 2024-25/SFC/009

Date: 10-08-2024

Important Notice for Subject Registration and Fees Payment
(Lateral Entry- Second/Third Year)

All laterally admitted students are hereby informed that subject registration for TERM I of the Academic Year 2024-25 is scheduled for the third week of August 2024. The exact schedule will be communicated shortly.

Subject registration is mandatory for the preparation of academic records, including the selection of subjects (electives, minors, etc.), roll calls, and the preparation of records for internal and end-semester examinations, among other aspects. This registration is compulsory for the commencement of academic processes.

To proceed with registration, it is essential to complete the tuition fee-related formalities. Specifically, 50% of the annual tuition fees for the current academic year must be paid in full.

Please note the following important points:

- **Electives:** Availability of electives is on a first-come, first-served basis according to your registration.
- **Guidance:** Subject registration must be completed under the guidance of your class teacher to avoid any errors in subject selection. Ensure your subject choices are confirmed with utmost care, as changes may be difficult once finalized.

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For any query related to fee payment write mail to
accounts.university@vupune.ac.in

For any query related to subject registration please mail to
student.section@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.

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) and on Saturday (10 am to 2 pm) at the VU Main Building, Room no. 1002.

Sd/-
Students Facilitation Centre
Vishwakarma University, Pune