



MANIPUR TECHNICAL UNIVERSITY, IMPHAL

(A University established under the Manipur Technical University Act, 2016)

Recognised by UGC under Section 2(f) and Section 22 of UGC Act, 1956

www.mtu.ac.in/www.mtuonline.in

COURSE REGISTRATION FORM FOR SUPPLEMENTARY CLASSES & EXAM

Month:.....

Year:.....

Name in block letters:

Registration No.: Category (REG/LAT):

ABC ID:Department:Semester:

I. SUBJECTS

Sl. No	Course Code	Name of the Course	Credit(s)	Semester in which Course is registered	Verified by Concerned Faculty
1					
2					
3					
4					
5					
Total Credit					

Declaration:

I hereby acknowledge that the course(s) mentioned above are registered with my knowledge and consent.

Date:

(Signature of the student)

(Signature of Academic Fee Section Staff)

(Signature of HoD with date)

(Signature of Academic Coordinator)

Instructions:

1. There shall be 3 weeks Supplementary Classes for B.Tech 8th semester appeared students with backlog papers in 4th to 8th semesters and MBA 4th semester appeared students with backlog papers in 2nd to 4th semesters respectively.
2. A student shall be allowed to register for a maximum of 5 (five) courses by paying prescribed fee of Rs. 3000 /- per course inclusive of Examination fee within 3 working days from the date of declaration of Result. Academic Coordinator shall look after the course registration of the Supplementary Classes.
3. Students who earn “F” grades due to lack of attendance or due to disciplinary action, etc., in a course(s) are NOT allowed to register and appear in Supplementary Examination for that/those course(s). However, if such a student subsequently repeats the course in a regular semester and again secures “F” grade due to poor academic performance, he/she shall be eligible to appear in Supplementary Examination.
4. Grading for Supplementary Examination course shall be based on the marks obtained in the Internal, Mid Term and Supplementary Examination. **Maximum letter grade that can be awarded for a course shall be “C”.** However, if the marks obtained by a student exceeds 60 or above, then the marks will be adjusted to ensure that the cumulative / total of Internal, Mid & Supplementary examination doesn't exceed 59 marks.
5. It is not mandatory for a student to register for Supplementary Examination. A student otherwise eligible to appear in Supplementary Examination may, if he/she decides can also repeat the course during an appropriate regular semester.
6. There shall be no Re-evaluation, Make-up Examination and Supplementary Examination for Supplementary Examinations.