Ref: GTU/ Academic/ Enrl_MBA_MCA/ 2013/   Date: 19/10/2013

<u>**Circular**</u>

Subject: Phase II Enrollment forms for Students reinstated late for MBA & MCA

1. PDF files of MBA & MCAEnrollment Forms are to be downloaded from URL

  http://54.243.202.28/enroll2013 or
  Admin Panel-Enrollment or
  http://gtu.ac.in/admin

2. **Use link: Phase II of "Form Download & Gunning list" Section**

3. Colleges are hereby informed to get the forms filled up as per Instruction Manual_MBA& Instruction Manual_MCA I& III.

4. Colleges should bring Files/ Documents as per Instruction Manual_MBA& Instruction Manual_MCA I& III.

5. Colleges are informed to strictly adhere to follow the schedule below.

Sr No	Description	Date
1	Dates for College to Print & fill form and colleges have to Gun these form.	21-Oct-2013 to 24- Oct-2013
2	Dates for colleges to Lock Enrolment data and Download & submit fee Challan at Bank and upload Challan detail on GTU Enrolment Portal (College would be able to download challan only after locking data)	25-Oct-2013

I/ C Registrar

Note: only Hard Copy of Phase- 2 of Enrollment form can be submitted on 28th October,2013

Copy to:
1. PG Section for information and necessary action.
2. Account Officer for information and necessary action.
3. Principal/ Head of affiliated institutes for MBA & MCA for information and necessary action and to be displayed on institute notice board for circulating among students.
4. Exam Section for information and necessary action.
5. Concern Programmer for information and necessary action.