



UNIVERSITY OF CALCUTTA
Senate House, 87/1, College Street, Kolkata – 700 073

Prof. (Dr.) Debasis Das
Registrar

Phone : 033-2219-0092
E-Mail : registrar@caluniv.ac.in

Ref.No. : R/345/2024

Date: 10.12.2024

To
The Principals/Vice-Principals/T.I.C./Head of the Institutions
of all affiliated Colleges under the University of Calcutta

Sub:Notice for Students' Registration process 2024-25 in compliance to the previous notification being issued by the Higher Education Department vide Ref.No.730-Edn(CS)/10M-95/14 dated 25th November,2024.

Sir/Madam,


I, the undersigned would like to inform you all, to instruct your good office to follow steps as stated here in under strictly in regards to newly admitted UG Students' information required for Registration 2024-25.

- Submission Process: Excel (only) in prescribed Registration format along with a forwarding letter being issued by the concerned college principal mentioning no.(s) of newly admitted student(s);
- Submission date: 11.12.2024 and 12.12.2024;
- Submission at: Registration Sec.,R.O.;
- Submission time: from 12.00pm to 5.00pm.
- Students' Documents:will be uploaded through online mode from "uploaded documents"at Registration Portal

Failure to maintain above steps will led to cancellation of said student's Registration for the current academic session.

Co-operation from all concerned will be highly appreciated.

Thanking you all,


10/12/2024
Registrar

REGISTRAR
UNIVERSITY OF CALCUTTA