



COTTON UNIVERSITY

OFFICE OF THE ACADEMIC REGISTRAR

Panbazar, Guwahati, Assam-781001

www.cottonuniversity.ac.in :: email : acadregistrar@cottonuniversity.ac.in

No: CU/Acad/Orders & Notices/2017/052/197

Date: 11/05/2023

NOTICE

(Registration of UG/PG Students & PhD Scholars)

This is for information that every new UG, PG students and PhD research scholar of Cotton University must apply for a University Registration Certificate. A student already having a valid Cotton University Registration Certificate from a previous programme of study in the University is not required to apply again.

Students *who are not yet registered under the University* are hereby instructed to fill up and submit the prescribed form by **20 May 2023** at the latest. The form may be downloaded from the Cotton University website through the link:

<https://cottonuniversity.ac.in/storage/uploads/forms/4/REGISTRATION%20FORM.pdf>

The following points are to be noted:

1. An UG student who passed her/his Higher Secondary examination from AHSEC must enclose a copy of the HS Mark Sheet with the form.
2. An UG student who passed her/his 12th (or equivalent) examination from a Board *different from* AHSEC must enclose with the form her/his **migration certificate** issued by the Board in original *if not currently registered* under a university other than Cotton University.
3. UG and PG students & PhD Research Scholars who are currently registered under a university other than Cotton University must submit her/his **migration certificate** issued by the university in original along with the form.
4. A copy of either the Cotton University identity card or the admission fee receipt must be enclosed with the form by all students.
5. The filled up forms complete with all particulars must be submitted to the office of the respective Heads of the Departments or Programme Coordinators.

All Heads of Departments & Programme Coordinators are requested to forward the submitted forms of UG, PG and PhD respectively in separate bundles to the Certificate Branch of Cotton University after the last date of submission but before 25 May 2023.

Dr. S. K. Dutta
Academic Registrar

Copy to:

1. Pro VC
2. PS to VC
3. PS to Registrar
4. Dean SW
5. Controller of Examinations
6. All Heads of Departments
7. Superintendent, for n/a
8. CSM for uploading the notice to the CU website
9. Office File