

COTTON UNIVERSITY

Panbazar, Guwahati-781001, Assam, India

www.cottonuniversity.ac.in

No: CU/Acad/Orders and Notices/2017/052/498

Date:18-06-2024

NOTICE (Renewal Admission)

(Admission into HS 2nd Year, UG 3rd & 5th Semester, PG 3rd Semester and Self-Financing Courses)


This is to notify all students of Cotton University that the Process of Payment of Renewal Admission Fee for H.S. 2nd Year and Odd Semesters of UG and PG programmes shall commence from **15th July to 31st July, 2024**. Students are required to pay the requisite amount of Fees Online through University website **on or before 31st July, 2024**.

Students seeking Fee Waiver shall submit the following documents in Certificate Branch at Ground Floor, Administrative Building, Cotton University **without fail from 21st June to 8th July, 2024**. The Documents will be verified on the spot and recorded in the Certificate Branch.

Details of Documents to be submitted by Students seeking Fee Waiver & Relevant Information:

- Applicable only to students who previously got admission under Fee Waiver Scheme.
- Time Line: **10:00 AM, 21st June, 2024 to 4.00 PM, 8th July, 2024**.
- An Income Certificate from Local Revenue Circle Officer/Ration Card issued by Competent Authority
- Student' Declaration Form Duly Filled and Signed.
- Copy of Mark Sheet of Previous Semester with evidence of No Back Paper
- Proof of Fee Waiver received during previous year (s)
- Proof of Minimum 75 % Attendance in Classes in Previous Semester duly certified
- Fee Waiver Scheme shall be applicable only to the students who get the above validated and submit to Certificate Branch **on or before 4.00 PM, 8th July, 2024 positively**.

Student must comply with the aforesaid time line. No late submission of documents for Fee Waiver and No Late Admission shall be entertained. **Process Window will be closed w.e.f. closing hours of the office on 31st July, 2024**


Academic Registrar

E-Copy to:-

- Pro VC
- PS to VC
- PS to Registrar
- Director, Student's Welfare
- Controller of Examination
- All Deans
- All Heads of Departments
- Librarian
- Finance Officer (i/c)
- CSM with a request to upload this notice in University website and to facilitate the Renewal Admission Process
- Staff Members, Certificate Branch (Print Copy)
- Notice Board (Print Copy)