



OFFICE OF THE ACADEMIC REGISTRAR COTTON UNIVERSITY

No.: CU/Acad/HS Admissions/2017/060/807

Date: 14/10/2025

NOTICE

(H.S. 1st year & 2nd year Casual admission)

This is for general information to all concerned that Higher Secondary students of Cotton University who have either failed or did not appear in the 1st year or 2nd year Examinations may take Casual Admission by downloading and filling up the form available in the University website.

Fee for casual admission is **Rs. 550/- (Rupees Five Hundred Fifty only)**.

Candidates are requested to carefully follow the instructions given below:

Step 1: Download the Casual Admission form from the Cotton University website.

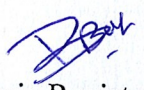
Step 2: Fill up the relevant fields.

Step 3: Submit the duly filled up form to the Academic Registrar's Office for verification of AHSEC Registration No., Class Roll No, etc. **(Please bring relevant documents)**

Step 4: After verification, collect the payment challan and make payment in any ICICI bank.

Step 5: After making payment, submit the University counterfoil of the challan to the Cashier and collect the Money Receipt.

Last date of admission is 24th October, 2025.


Academic Registrar
Cotton University

Copy to:-

1. PS to VC
2. PS to Registrar
3. Controller of Examinations
4. Director of Students' Welfare
5. Dr. Ruma Talukdar, Member Secretary, HS Admission Committee 2025-26.
6. All the Heads of the Departments
7. Finance Officer
8. CSM with a request to upload this notice in the University website
9. Notice boards
10. Office file