



# GAUHATI UNIVERSITY

Gopinath Bardoloi Nagar, Guwahati - 781014

Assam :: India

Deputy Controller of Examinations

Date 01-12-2022

## Notice

(Regarding GU Registration & Exam Form Fill-up for TDC B.A/B.Sc/B.Com/ B.Voc)

This is for general information of all concerned that the process for GU Registration and Examination Form Fill-up for TDC B.A/B.Sc/B.Com/B.Voc 1<sup>st</sup> Semester students admitted in the session 2022-23 is starting from 1<sup>st</sup> of December 2022 in the website "**onlinegu.in**".  
**Last Date is 6<sup>th</sup> December (Up to 5 P.M).**

Detailed instructions are available in the website "**onlinegu.in**".

Fees are to be deposited in the respective colleges.

Details of Fee are notified by the concerned authority, a copy of which is also enclosed herewith.

In case of any difficulties, the following help line numbers may be used (Time: 10 AM to 5 PM).

Contact Nos. 7636890402, 7636890406, 7636890407, 7636891204, 7636891187, 7636891197.



01/12/2022

Deputy Controller of Examinations  
Gauhati University

Copy to:

1. Registrar, GU
2. Secretary, University Classes, GU
3. All Heads of GU Departments
4. All Principal/ Directors, Affiliated Colleges
5. Treasurers, GU
6. Secretary to VC, GU

## ছাত্র-ছাত্রী/মুৰব্বী/অধ্যক্ষ/সঞ্চালকৰ বাবে নিৰ্দেশনা

স্নাতক/স্নাতকোত্তৰ প্ৰথম স্নাত্তাসিকৰ বাবে (২০২২-২৩ বৰ্ষ) পঞ্জীয়ন আৰু প্ৰ-পত্ৰ পূৰণৰ পৰ্টেল [onlinegu.in](http://onlinegu.in)

**Documents Required :** Digital photo and 10<sup>th</sup> Admit or any other govt. issued document showing date of birth. And for PG- Degree marksheet. For UG- 12<sup>th</sup> registration or marksheet. Already GU registered students GU registration card. MIGRATION CERTIFICATE NOT REQUIRED

১ম পদক্ষেপ: [onlinegu.in](http://onlinegu.in) ৱেবচাইটটোলৈ যাওক [অনুগ্ৰহ কৰি গুগলত সন্ধান (search) নকৰিব, ইণ্টাৰনেট ব্ৰাউজাৰৰ Address Bar ত “[onlinegu.in](http://onlinegu.in)” লিখক]

২য় পদক্ষেপ: “1<sup>st</sup> Semester Registration” link/button ত ক্লিক কৰক।

৩য় পদক্ষেপ: গুৱাহাটী বিশ্ববিদ্যালয়ৰ পঞ্জীয়নৰ বাবে “Create New Login Account”ত ক্লিক কৰি আপোনাৰ নিজৰ একাউন্ট বনাই লওক।

৪র্থ পদক্ষেপ: এবাৰ সফলতাৰে একাউন্ট গঠন হ'লে, “Login to Your Account” Buttonত নাইবা Home pageৰ “Students login” ক্লিক কৰক লগতে ব্যৱহাৰকাৰীৰ নাম (Username) আৰু পাচৱৰ্ড (Password) অন্তৰ্ভুক্ত কৰক।

৫ম পদক্ষেপ: এতিয়া “Registration and Form Fill-up”ত ক্লিক কৰক।

৬ষ্ঠ পদক্ষেপ: আপোনাৰ “Personal Details” সম্পূৰ্ণ কৰি Save personal detailsত ক্লিক কৰক।

৭ম পদক্ষেপ: “Registration Details” সম্পূৰ্ণ কৰি Save Registration detailsত ক্লিক কৰক।

৮ম পদক্ষেপ: এতিয়া “Educational Details” সম্পূৰ্ণ কৰি Next ত ক্লিক কৰক।

৯ম পদক্ষেপ: সকলো প্ৰয়োজনীয় নথি-পত্ৰ Upload (File size 1MB)কৰি Next ত ক্লিক কৰক।

১০ম পদক্ষেপ: তাৰপিছত প্ৰথম স্নাত্তাসিক পৰীক্ষাত আপুনি অৱতীৰ্ণ হ'বলগীয়া Paper সমূহ নিৰ্বাচন কৰিবলৈ “Examination Paper Details”ত ক্লিক কৰক। Paper সমূহ নিৰ্বাচন কৰোঁতে সাৱধান হওক, যাতে আপুনি ভুল Paper নিৰ্বাচন নকৰে। Paper নিৰ্বাচন কৰিবলৈ Add Buttonত ক্লিক কৰক। সম্পূৰ্ণ হ'লে Next Buttonত ক্লিক কৰক।

১১ম পদক্ষেপ: এতিয়া Preview and Submit Buttonত ক্লিক কৰক। নিজৰ Details এবাৰ পৰীক্ষা কৰি লওক। যদি শুদ্ধ আছে তেন্তে Submit Buttonত ক্লিক কৰক; অন্যথা ভুল থাকিলে যিটো sectionত ভুলটো আছে, তাত ক্লিক কৰক আৰু শুধৰাই লওক। যদি আটাইখিনি শুদ্ধকৈ আছে পুনৰ Submit কৰক।

১২ম পদক্ষেপ : এতিয়া download button ক্লিক কৰি form খন প্ৰিণ্ট কৰি লওক। প্ৰয়োজনীয় মাচুল জমা দি form খনৰ সৈতে মাচুলৰ ৰহিদ বিভাগীয় মুৰব্বী (গুৱাহাটী বিশ্ববিদ্যালয়) অথবা কলেজৰ অধ্যক্ষ/সঞ্চালকৰ ওচৰত জমা দিয়ক।

- গুৱাহাটী বিশ্ববিদ্যালয়ৰ চৌহদৰ বিভাগ সমূহৰ ছাত্র-ছাত্রীয়ে SBI collect যোগে Fees জমা কৰিব।
- মহাবিদ্যালয়/অন্যান্য প্ৰতিষ্ঠানৰ নিজৰ ছাত্র-ছাত্রীয়ে নিজৰ নিজৰ মহাবিদ্যালয়/প্ৰতিষ্ঠানত Fees জমা কৰিব।

### Instructions for Heads/Principals/Directors for approval of forms:

- Every GU Department/Affiliated College has own Login ID.
- In your Login, you may also create Multiple Sub Users.
- Through your Login ID or Sub User Login ID, by entering a Form Number (Upper Right Corner of the hard copy submitted by the students), you may View, Edit and then Return/Approve the Form.
- After approvals, forms are to be submitted Online to GU, by clicking the button- “Submit approved list to GU”. For convenience it is suggested that this may be done at least 2/3 times daily up to the last date.



## **Instruction for Students/ Heads/Principals/Directors**

**For UG/PG 1<sup>st</sup> Semester (2022-23 Batch) Registration and Form Fill-up Portal: [onlinegu.in](http://onlinegu.in)**

**Documents Required :** Digital photo and 10<sup>th</sup> Admit or any other govt. issued document showing date of birth. And for PG- Degree marksheet. For UG- 12<sup>th</sup> registration or marksheet. Already GU registered students GU registration card. MIGRATION CERTIFICATE NOT REQUIRED

**Step 1:** Go to the website [onlinegu.in](http://onlinegu.in) [Please don't search in google, TYPE "onlinegu.in" in the address bar of the internet browser].

**Step 2:** Click on 1<sup>st</sup> Semester Registration link/button.

**Step 3:** Click on Create New Login Account button and create your Account.

**Step 4:** Once Account creation is successful, click on Login to Your Account Button, and then enter user name and password.

**Step 5:** Now click on Registration and Examination Form Fill-up Button.

**Step 6:** Fill up your Personal Details & Click on "Save Personal Details"

**Step 7:** Fill up your Registration Details & Click on "Save Registration Details"

**Step 8:** Fill up your Educational Details & Click on "Next".

**Step 9:** Upload All Necessary Documents (Each Document should be Maximum of 1 MB Size). After upload click on "Next".

**Step 10:** Then Click on Examination Papers Details to select your papers on which you are going to appear your 1<sup>st</sup> semester examination. To add papers, click on Add Button. Be Careful while selecting the Papers, so that you don't select wrong papers. After adding the papers Click on "Next".

**Step 11:** Now click on Preview and Submit Button. The window will display all your information you have filled. If all information is correct then click on "Submit". If any information is incorrect then go to the particular section and correct it and then click on "Submit".

**Step 12:** Now click on Download button and print the form. Deposit your fee amount and submit your form along with fee receipt to your department/college along with the copy of the fee receipt.

- Students of Gauhati University Departments to pay the fee using SBI Collect.
- Students of Colleges to deposit their fee to the respective colleges.

### **Instructions for Heads/Principals/Directors for approval of forms:**

- Every GU Department/Affiliated College has own Login ID.
- In your Login, you may also create Multiple Sub Users.
- Through your Login ID or Sub User Login ID, by entering a Form Number (Upper Right Corner of the hard copy submitted by the students), you may View, Edit and then Return/Approve the Form.

After approvals, forms are to be submitted Online to GU, by clicking the button- "Submit approved list to GU". For convenience it is suggested that this may be done at least 2/3 times daily up to the last date.

**OFFICE OF THE REGISTRAR:: GAUHATI UNIVERSITY**  
**GOPINATH BARDOLOI NAGAR:: GUWAHATI-781014 :: ASSAM:: INDIA**  
*E-mail- registrar@gauhati.ac.in*

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**NOTIFICATION**

This is for information of all colleges/institutes that Gauhati University Registration portal (onlinegu.in) for Undergraduate students is live now.

The following is the fee to be paid as given in the table and which is to be filled up by respective institutions for submission to the University.

Mod of payment:

1. The colleges are requested to collect the fee of UG students and pay accordingly to the University by way of Draft favouring Gauhati University or through NEFT/RTGS in account no- 40492883654 with SBI GU Branch and IFSC- SBIN0002060.
2. In case of both the methods, detailed particulars and information of payment should be given to the office of the Treasurer, G.U. for necessary records. The original copy of NEFT/RTGS challan needs to be submitted for generation of receipt from Gauhati University immediately.

**Fee Structure for U.G. Students (Fee Per Student) (Rs):**

- **GU Enrolment fees:** Rs 250.00 per student.
- **GU Registration fees:** Rs 430.00 per student
- **GU Examination fees for Major Course:** 1<sup>st</sup> Sem Fee Rs 680.00 ; Practical Fee Rs 310.00 (wherever applicable)
- **GU Examination fees for General Course:** 1<sup>st</sup> Sem Fee Rs 560.00 ; Practical Fee Rs 310.00 (wherever applicable)

\* Please see the note below:

**Fee Structure for P.G. Students (Fee Per Student) :**

- **GU Enrollment fees :** Rs. 250.00 for all students
- **GU Registration fees:** Rs. 430.00 payable by those students who are yet to be registered under GU
- **GU Examinations fees:** Rs. 1100.00 to be payable by Gu registered P.G. students admitted outside Gu Campus
- **GU Dissertation fees:** Rs 600.00 (wherever applicable)
- **GU Dissertation fees:** for LL.M. Examination is Rs. 1460.00 (wherever applicable)
- **GU Practical fees:** Rs 440.00 (wherever applicable)



- **GU Eligibility fees:** Rs. 1210.00 payable by PG students who are yet to be registered under GU
- **GU Eligibility fees:** Rs. 9080.00 payable by PG students who are yet to be registered under GU and domicile other than Assam/last institution attended outside Assam
- **GU Centre fees:** To be notified and collected by respective college

• Please see the note below:

• Note:

1. Practical fee of Rs 310/- is to be paid wherever applicable
2. Centre Fee to be notified and collected by the respective college
3. Enrolment fee and Registration fee is to be paid by non-fee waiver students only.
4. Students under fee waiver scheme need not deposit the Enrolment fee and Registration fee. It is to be paid by the respective institution from the reimbursed fund of Govt. of Assam.
5. Number of students belonging to the fee waiver scheme is to be mentioned categorically while submitting the necessary information to the University.
6. The Registration fee and the Examination fee is collected/submitted at the same time
7. for Gu Departments, fees are to be paid through SBI Collect (Link for SBI Collect <https://www.onlinesbi.sbi/sbicollect/collecthome.htm>, and for Affiliated Colleges, fees are to be deposited in the respective colleges.

**Sd/-Registrar  
Gauhati University**

Date:

Memo No. GU/

Copy to:

- 1) The Treasurer, GU
- 2) The Controller of Examinations, GU
- 3) The Secretary University Classes, GU.
- 4) Prof. Shikhar Kr. Sarma, Deptt. of I.T., GU
- 5) The Director, CDC, GU
- 6) The Principal of all affiliated Colleges under Gauhati University.
- 7) The Nodal Officer, GUIUMS.
- 8) The Deputy Controller of Examinations, GU
- 9) The Deputy Registrar, GU
- 10) The Secy. to the Vice-Chancellor, GU
- 11) The Secy. to the Registrar, GU
- 12) The Supdt. Registration and affiliation Branch, GU
- 13) System Officer, GU
- 14) Office File.

**Registrar  
Gauhati University**