



Date : August 01, 2018

Circular

All the class-coordinators / registration in-charges of B Tech – I Sem : 2018-19 are requested to :

1. Maintain a file for counselling forms (all, pertaining to the class concerned)
2. List of Students (of the class concerned), as cover-page (on which student has signed at the time of registration)
3. Do Physical reporting on GCET ERP, as per following procedure :
 - a. Access URL → <http://gu.mastersofterp.in/rfcampusgcet/login>
 - b. Login with your own login credentials (login ID is employee ID in capital letters)
 - c. In ACADEMICS, access COURSE REGISTRATION
 - d. Then do COURSE REGISTRATION APPROVAL (Physical Course Registration) for those students who reported on today (August 01, 2018) for registration (by today evening).
 - e. In case of any problem, please do contact either with ERP or undersigned.


(Dr. Brijesh Singh)

First Year Coordinator

Copy for information and necessary action to :

1. Director
2. All HODs and Faculty Members concerned
3. Notice Boards