



NITMGH/Acad/Branch Change /2017-18/1042

Dated: 03/05/2017

NOTIFICATION

Branch Change for 1st Yr B. Tech Students

This is to inform the first year B. Tech students that those interested in applying for **Branch Change** may apply latest by **12th of May, 2017**.

1. Students will be able to apply for Branch Change through their **own ERP account** after login. The instruction for registering online is given below,

- >Go to view profile.
- >next go to branch change request.
- >choose the preference for branch change.
- >Submit after accepting declaration.

2. The allotment will be made based on the number of vacant seats and CGPA of the applicant after 2nd Semester, subject to the condition that no branch will have lesser than 75% of the allotted seat capacity or exceed the total allotted seat capacity after branch change.

3. Students can give maximum two choices of branch.

4. Once a branch is allotted to the student as per his/her choice and based on the selection criteria, the student will not be able to choose back his/her previous branch.

5. Students who are applying for branch change are directed to make 3rd sem course registration immediately after Branch Change Confirmation Notice which will be declared through website notification tentatively on the **19th June, 2016**. Students shall be assigned new roll number after changing branch.

-Assistant Registrar (Academics)

Copy to:

- 1) The Secretary to the Director, for kind information of the Director.
- 2) Assoc. Dean (Acad) for information.
- 2) All HoDs for information.
- 3) All Faculty members with a request to guide the students.
- 4) All Notice Boards.