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# GL BAJAJ

Institute of Technology & Management

## Department of Mechanical Engineering

Ref. No: GLBITM/NOTICE/MED/002/2019-20

Dated: 19/07/2019

### NOTICE FOR 2<sup>nd</sup> YEAR

All the students are hereby informed that, the registration for 3<sup>rd</sup> semester (session 2019-20) will be on Monday 22/07/2019. In view of this remember the following points:

1. **Registration process** will be completed by your class coordinator in your respective class rooms.  
Section A-Room No. 503  
Section B-Room No. 508  
Section C-Room No. 509  
Section D-Room No. 504
2. Registration form will be given to those students only, who have **no dues of fee as well as library.**
3. Keep the Xerox copy and original copy of your fee receipt for registration.
4. Complete your registration processes on the given date otherwise fine may be imposed to you (As per the instruction by Director Office).

#### **General rules and regulations of the department:**

1. Always report in the Department on time in proper uniform.
2. Don't create any nuisance in the class room, lab, corridor, wash room, lift and in the campus.
3. Using of mobile phone is strictly prohibited in the class rooms and labs.

(2<sup>nd</sup> Year coordinators)

(HOD, ME)