

## **Chapter –II**

### **RISU Regulation for Enrolment and Migration of Students [R51-R100]**

R. 51: No person shall be admitted as a student of the University to any examination of this University unless he/she has been enrolled and has obtained provisional/final eligibility certificate after submitting Migration Certificate from previous institution.

R. 52: The enrolment fee shall be notified by the university time-to-time and shall be paid only once irrespective of the number of times the candidate appears at examinations of the University. The enrolment form along with the prescribed fee must be deposited in the time given by the university. However, when a candidate fails to deposit the said enrolment form along with the fee prescribed for the purpose he will be required to submit the enrolment form with late fee as notified by the University in addition to the prescribed enrolment fee.

R. 53: The Principal of Affiliated College, and Head of Constituent unit shall forward not later than the Fourteenth of August and Fourteenth of February every year to the Registrar, the name of every student admitted or re-admitted to the course in Fall and Spring Semester, respectively.

R. 54: Students enrolled after the date fixed under the rules, on account of late submission of the application, or the fee, or both or for want of migration or qualifying certificate shall be required to pay a late fee as notified by the university time-to-time.

R. 55: The Registrar shall maintain a register/record of all the students enrolled. This register/record must consist of the information regarding the admission, re-admission, appearing in examination, transfer, success or failure at the examination and the particulars relating to migration certificate received from the preceding institution and/or the migration certificate issued by this University to join other.

R. 56: After enrolment is made, every student shall be given an enrolment certificate by the Registrar. This certificate must consist of the enrolment number and the name of the student whose name has been entered in the register. The enrolment number shall be quoted by the student in all the communications with the University and subsequent applications for admission to any examination of the University. The identity card of a student must bear with it the enrolment number of the student.

R. 57: Enrolment once done can be used for admission to other courses /programs in future in any of affiliated college/institution or university unit. However if the Migration Certificate has been issued the student will be required to get re-enrollment himself/herself in University.

R. 58: Enrolment in university does not imply that student is eligible to admission. The admission eligibility will be checked at the time of admission. A student even if admitted in a course and have attended the course regularly will not be entitled for appearing in examination if he/she is not found eligible on any account or any rule of the university.

R. 59: Enrolled students can come and join any course or program of the university till enrolment is active if otherwise eligible for the same. The age is no criterion. University enrolment ensures that

plenty of opportunities will be available the constant expansion of skills and skill-sets through continuous learning and increasing knowledge.

R. 60: Any enrolled student may at any time, obtain a certified copy of the “entries” relating to him in the enrolment register/record on payment to the Registrar the prescribed fee as may be notified by the university time-to-time.

R. 61: A duplicate copy of the enrolment certificate if the original is lost, may be obtained on payment of prescribed fee as may be notified by the university time-to-time.

### **Migration Certificate**

R. 62: A migration certificate may be issued to a student on his/her submitting an application, through the forwarding officer concerned, together with the prescribed fee as may be notified by the university time-to-time.

R. 63: In case of a student, who takes a migration certificate to join another University, his/her membership/enrolment of the University shall lapse until such time as he/she may subsequently return, with a migration certificate from the other University to take some further examination of this University. No new enrolment in such case shall, however, be necessary.

R. 64: A duplicate copy of the migration certificate if the original is lost, may be issued to a candidate on payment of the prescribed fee of as may be notified by the university time-to-time along with the affidavit.

R. 65 to R. 100: ***Blank / [to be introduced later]***