



**OFFICE OF THE REGISTRAR :: DIBRUGARH UNIVERSITY :: DIBRUGARH**

No. DU/DR-A/SS(ERP Portal)/2024/1490

Date: 22.08.2024

To

1. The Heads of the Teaching Departments
2. The Chairpersons of the Centres of Studies
3. The Director, DUIET  
Dibrugarh University

Subject: Updating Dibrugarh University Students' Status on the ERP Portal.

Reference: DU/DR-A/3<sup>rd</sup> & Higher sem. Admission/2024/1479 dated 21.08.2024.

Madam/Sir,

With reference to the subject cited above, you are requested to kindly direct the concerned Office Assistant of your esteemed department/centre to update the students' status on the ERP portal as stated hereunder, if not already updated.

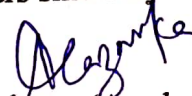
1. Promote the eligible students from Even semester (2023-2024 session) to Odd semester (2024-2025 session).
2. Mark the students (including newly admitted students) who have left/discontinued the programme as "Discontinued" in the ERP Portal.
3. Mark the eligible final semester (2023-2024 session) students who have passed the final semester examination as "Alumni".

The above steps are necessary to keep the ERP database up-to-date and to keep track of the fee payment status of the students. This will also help us in uploading accurate data to the Samarth Portal as mandated by the Government or to provide accurate information to the regulatory bodies when required.

Viewed above, may I request you to kindly ensure that these updates are made by **28<sup>th</sup> August, 2024** by the concerned person of your Department/Centre/DUIET.

With kind regards,

Yours sincerely

  
Deputy Registrar (Academic)

Dibrugarh University

Copy forwarded for kind information and necessary action to:

1. The Hon'ble Vice Chancellor, Dibrugarh University.
2. The Deans, Dibrugarh University.
3. The Registrar, Dibrugarh University.
4. The Controller of Examinations i/c, Dibrugarh University.
5. The Director, IQAC, Dibrugarh University.
6. The Joint / Deputy Controller of Examinations – 'B' / 'C' and 'A', Dibrugarh University.
7. The Deputy Registrar (F and A) i/c, Dibrugarh University.
8. The Senior Accounts Officer, Dibrugarh University.
9. The Programmer, D.U., with a request to upload the notification on the Dibrugarh University Website.
10. File.

*J. Mazumdar*  
22/08/2024  
Deputy Registrar (Academic)  
Dibrugarh University

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