



ASSAM
down town
UNIVERSITY

NAAC A+ Accredited & UGC 12(B) Status Holder

Assam down town University

Established Vide The Assam Act. No. VIII of 2010, Gazette No. LGL.9/2010/11

Promoted by: **down town**
Charity Trust

Memo No: AdtU/DRA/2025-26/009

Date: 06/11/2025

CIRCULAR

Timeline for University Registration, Course Registration, Attendance upload and Admit Card Download

This is to inform all concerned that following are the timeline for completion of different processes and Admit Card download to facilitate smooth conduction of End Semester Examination for the Odd Semester 2025 to be held in December 2025.

- **Last date of University Registration** : 12th of November 2025 (Entrant batch 2025)
- **Last date of Course Registration and attendance upload** : 14th of November 2025 (All students)
- **Admit Card download Start date** : 17th of November 2025
- **Last date of Admit Card download** : Intermediate Students- 25th of November 2025
1st Semester Students- 1st of December 2025

Please note that the students who meet all academic requirements and have cleared fee payment only will be able to download the Admit Card. Therefore, the students are advised to clear any pending fees payments and contact respective mentors to keep track of completion of academic requirements.

Issued with due approval of competent authority.

(Dr. Nitul Jyoti Das)
Deputy Registrar (Academic),
Assam down town University.

Copy for favour of their information to:

1. PA to Vice Chancellor, AdtU
2. PA to Pro-Vice Chancellor, AdtU
3. P.S. to Dean of Studies, AdtU
4. P.S to Managing Trustee, dtCT
5. P.S to Resident Trustee, dtCT
6. Chairperson/Dean/Director/Associate Dean/ HoD (For circulation)
7. Office of the Controller of Examinations, AdtU
8. All Office (Admin/Academic/IQAC/IT/Accounts/Admission/Marketing/Legal/Placement/Library/T&D)
9. HR Office
10. Notice Boards/Message Desk (For display)
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