

Assam down town University

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

Promoted by: **C**down town
Charity Trust

Memo No: AdtU/R/2025-26/214

Date: 01-01-2026

Circular

Standard Operating Procedure (SOP) for opting out in the academic year 2025-26 as per the NEP 2020 provision

This is for the information of all concerned that Assam down town University implemented the provisions of the National Education Policy (NEP) 2020 from the academic session 2023-24 onwards. Henceforth, the 3-Year UGP has been made of 4 years duration as **4-Year UGP (Honours), and 4-Year UGP (Honours with Research)**. This provision shall be implemented from the batch admitted during 2023-24 with respect to the UG programmes under the Faculty of Commerce and Management, Humanities and Social Sciences, Science and Computer Technology, as referred in the circular notified vide Memo No: AdtU/R/2025-26/106, dated 09-10-2025. All the 3-year UG programmes, under these faculty, have been made 4-Year UGP, in accordance with the provisions of NEP 2020. Students who choose to continue to study the 4th year can avail the advantages as per the mandate of the NEP 2020. In case a student does not want to continue 4th year, he/she have the option to leave as per the NEP 2020 entry and exit policy. The SOP for opting out in the year 2025-26 for the batch admitted in the academic session 2023-24 is notified herewith for all concerned.

Issued with due approval of the competent authority.



(Dr. Ashim Barman)
Registrar,
Assam down town University.

Copy for favour of their information to:

1. PA to Vice Chancellor, AdtU
2. PAto 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 Offices (Admin/Academic/IT/Accounts/Admission/Marketing/Legal/Placement/Library/ T&D)
9. HR Office
10. IQAC
11. Notice Boards/Message Desk (For display)
12. Office file (for record)

Standard Operating Procedure (SOP) for opting out in the year 2025-26 as per the NEP 2020 provision

1. Purpose: This Standard Operating Procedure (SOP) is framed to operationalize opting out in the year 2025-26 as per the NEP 2020 provision, ensuring academic flexibility, maintaining academic rigor, and administrative clarity.
2. Scope: This SOP shall apply to the relevant Undergraduate (UG) programmes offered by Assam down town University, where Multiple Entry and Multiple Exit provisions are permitted as per the approved programme structure.
3. Exit after Completion of 3 Years: Students opting for exit after successful completion of the third year shall be governed by the following provisions:
 - 3.1 Academic Eligibility: At the end of the 3rd year, students should have cleared all the backlog, preferably.
 - 3.2 Opt-Out Timeline: Students intending to exit after the third year must formally opt out on or before 15th February of the relevant academic year by giving consent through A-Connect app. If a student does not opt out by 15th February, it shall be deemed that the student intends to continue into the fourth year, and no separate consent shall be required thereafter.
 - 3.3 Re-Entry after Opting Out: Once a student has opted out after the third year, and subsequently decides to pursue the fourth year, the student shall be required to:
 - Take fresh admission to the fourth year, subject to the availability of seats, and continuation to the fourth year after opting out shall not be treated as automatic re-entry.
 - Fulfill all admission-related formalities as prescribed by the University at that time.
4. Online Consent and Examination Linkage: The online consent mechanism for opting in or opting out shall be:
 - Mandatory, and linked with the download of the 5th Semester Examination marksheets.
 - Students shall be allowed to download the marksheets only after submitting the required online consent, ensuring compliance with ME-ME provisions.
5. Consent and Verification Mechanism for this particular year (2025-26): The opt-out and opt-in consent shall be:
 - Taken in person by the assigned mentor,
 - Under the supervision of the Dean of the concerned Faculty.
 - The offline (physical) consent shall be tallied with the online consent submitted by the student for verification and record purposes.

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- Any discrepancy between offline and online consent shall be resolved by the Dean concerned, whose decision shall be final.

7. Authority and Amendments: This SOP shall come into effect from the date of its notification.

The University reserves the right to modify, amend, or update this SOP from time to time with the approval of the competent authority, in accordance with statutory and regulatory requirements.

End

