Memo No: AdtU/R/2026-27/Nov/12/002 **Date: 12-11-2026**

CIRCULAR

Reminder for payment of semester fees

This is to remind all the students under different programmes of AdtU that the last date of payment of fees of the upcoming Even Semester is **15/11/2026**. Therefore, all the students are requested to clear their fees well before the last date of payment to avoid last moment rush.

Students will not be able to download the Admit Card and sit in the End Semester Examination of Odd Semester 2026, as the generation of Admit Card is linked with payment of fees for the upcoming semester. Payment of semester fees is one of the mandatory requirements.

Students are requested to **pay their fees through A-Connect or the Student Portal** to ensure automatic recording and timely updating of fee payments in the University's system. This will help maintain accurate financial records, minimize manual errors, and ensure greater transparency and efficiency in the payment process. Therefore, students are advised to **avoid making cash payments at the cash** counter and use the prescribed digital payment modes for a smooth and hassle-free experience.

Please note that late fine of Rs.100/- per day will be applicable post last date of fees till the date of clearing the payment.

Your cooperation in adhering to the deadline is highly appreciated.

Issued with due approval of competent authority.

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

Copy for favour of their information to:

1. Executive Secretary to Chancellor, AdtU
2. Asst. Manager- Office of Vice Chancellor, AdtU
3. P.A. to Pro-Vice Chancellor, AdtU
4. P.S. to Dean of Studies, AdtU
5. P.A. to Managing Trustee, dtCT
6. P.A. to Resident Trustee, dtCT
7. **Chairperson/Dean/Director/Associate Dean/ HoD (For circulation)**
8. Office of the Controller of Examinations, AdtU
9. All Officers (Admin/Academic/IT/Accounts/Admission/Marketing/Legal/ Placement/Library/CLPPD/IQAC)
10. HR Office
11. **Notice Boards/Message Desk (For display)**
12. Office file (for record)