



REGISTRAR

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Circular. No. 3021/CeGov-UCE/EVEN Sem. Fees/2023-2024

Date: 09.02.2024

CIRCULAR

Sub: PAYMENT OF EVEN SEMESTER FEE for Constituent Colleges - All Higher Semester (Except Second Semester) for Academic Session EVEN SEMESTER 2023 - Reg.

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The Students of All Higher Semester (Except Second Semester) for Academic Session EVEN SEMESTER 2023, through online payment only using Internet Banking / Debit Card (Only through Rupay cards) / Credit Card and UPI. The NRI / FN Students are instructed to pay the INR Component through online payment only.

Procedure for paying semester fee (Term Fee) through online:

- Step 1 : Visit Centre for e-Governance (CeGov) portal at <https://www.auegov.ac.in> and click Governance link and then select student portal.
(Google Chrome is the preferred browser but all latest browsers are supported)
- Step 2 : Enter the Registration Number, Date of Birth and select Term fee to Login. Enter Password and click Proceed Button. The respective Student's particulars will be displayed if all the shown particulars are correct then press "Pay Fees"
- Step 3 : Select the mode of payment and upon selection you will be redirected to the respective Bank's Payment Portal (you may need to authenticate yourself in the payment portal).
(Fee Payments at **zero transaction charges** is available with State Bank of India/Indian Overseas Bank/Indian Bank **Internet Banking** mode of payment)
- Step 4 : On successful completion of the transaction, the candidate will be provided with a temporary receipt. A digitally signed copy of receipt will be made available in the same portal within the next 48 working hours.

IMPORTANT NOTE

1. Students availing bank loan must pay through the CeGov portal only. The student shall visit <https://www.auegov.ac.in/faq.html> for more instructions.
2. The students **cannot register the subjects in COE database** unless he/she pay the Tuition fee.
3. NRI students should pay the INR component in the CeGov payment portal within the stipulated time period. Fine as per payment academic schedule will be levied for defaulters.
4. For any clarifications contact Centre for e-Governance, Anna University, Chennai through e-mail: support@aeugov.ac.in.

IMPORTANT DATES

All Higher Semester (Except Second Semester)

Payment of semester fee	12.02.2024 to 02.03.2024
Payment of semester fees with fine (Rs.200/-)	03.03.2024 to 07.03.2024
Payment of semester fees with fine and re-admission fee (fine Rs. 200/- plus re-admission fee Rs.500/-)	08.03.2024 to 12.03.2024
Payment of semester fees with fine, re-admission fee & penalty (fine Rs. 200/- plus re-admission fee Rs.500/- and penalty Rs.800/-) Note: Permission from Dean after only	13.03.2024 onwards
Permanent deletion of defaulters name from roll	13.03.2024
Dispatch of final enrollment and student nominal roll to Dean's / Director of Academic Courses, generated through Academica (Centre for e-Governance) in PDF format – softcopy	13.03.2024
Dispatch of signed defaulter's list generated through Academica To Centre for e-Governance from Dean's office.	13.03.2024
Students of categories- DA / ICCR /Govt. 7.5 / any other with Zero fee must confirm in the student portal on or before 02.03.2024, otherwise fine charges are applicable.	

NOTE TO ALL HEADS OF DEPARTMENTS / DEANS

- 1) The students who have not paid fee within the last date for payment of fee with fine and readmission fee shall not be permitted to attend classes. Their names shall not be registered in O/o COE,AU.
- 2) The subjects in COE database cannot be registered unless he/she pay the term fees.
- 3) The students who fail to pay the fees, even after the last date for payment of semester fees with fine and readmission fee shall be removed from the nominal rolls.
- 4) The final Enrollment and defaulters list can be generated through Academica on 13.03.2024 by the Head of the Departments.
- 5) Copies of such defaulters list department-wise, branch-wise shall be obtained from Academica by the Heads of the respective department.
- 6) The names of such defaulters shall be put on the Notice Board and also be informed to the Class Advisors / Faculty Advisors for necessary action.(HoD's are provided with login ID & password to generate the defaulter's list and paid list).

S.No	ACTIVITY	DATE
1	List of Candidates to pay the fees along with fine amount Rs.200 – to be displayed in department notice board.	03.03.2024
2	List of Candidates to pay the fees along with fine amount Rs 200 & readmission amount Rs.500 – to be displayed in department notice board.	08.03.2024
3	Defaulter's List – to be displayed in department notice board. The defaulter's name should be removed from the rolls.	13.03.2024


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To:

1. The Dean, All Constituent Colleges & Regional Campuses of Anna University, with a request to circulate to all HODs.
2. The Controller of Examinations, Anna University, Chennai
- with a request to register the students who have paid the fees.
3. The Director, Academic Courses, Anna University, Chennai.
4. The Director, Student Affairs, Anna University, Chennai.
- With a request to send the readmission/break of study candidates list and transfer students list.
5. The Director, Merger Section, Anna University, Chennai.
6. The Director, Centre for e-Governance, Anna University, Chennai.
7. The Finance Officer, Anna University, Chennai.
8. The Deputy Registrar (C & G), Anna University, Chennai.
9. The Superintendent, FA 30 / FA 40 Sections, Anna University, Chennai.
10. The P.S. to the Vice - Chancellor, Anna University, Chennai.
11. The P.A. to the Registrar, Anna University, Chennai.