

# OFFICE OF THE CONTROLLER OF EXAMINATIONS ALIGARH MUSLIM UNIVERSITY, ALIGARH

(Not applicable for newly admitted students)

D.No. XM/1447

Date: 22.09.2022

## NOTICE

All regular continuing students (including Ph.D. scholars) of the University for Academic Session 2022-23 have to register and pay their prescribed continuation fee and fill up the online Registration cum Examination form on the Registration portal: <https://oeps.amucoe.ac.in> as per the following schedule and following the steps for Registration as given below.

Last date of continuation of regular students (including registration & payment of University fee) without late fee	October 5, 2022
With late fee of Rs 500	October 10, 2022
With late fee of Rs 1000	October 15, 2022

### Steps for Registration:

1. All eligible students must log in on <https://oeps.amucoe.ac.in> with their username (enrolment number or registered email) and password they have created in their previous semester registration. Students who do not have login credentials need to sign up to proceed ahead.
2. Students are advised to review their profile information such as photographs, signatures, etc.
3. Proceed to the Registration Menu for completing the details.
4. Enter the Paper Code in which he/she wishes to register (Not applicable for students of the Faculty of Engineering & Technology).
5. Print Registration-cum-Examination form and provide a copy of the same along with the Fee Receipt to the Office of the Provost concerned and Office of the Dean of the Faculty concerned and Principal, Women's College (for female students).
6. Students may contact the Help Desk on 09105533111 (On all working days only) or contact the Examinations Section, COE Office, Kothi No. 3 during office hours.

**Regular students** who have paid their continuation charges can download their e-Identity Card after completing their registration. Physical I-Card will be subsequently issued to all such students in due course of time. Discrepancies if any, in the e-Identity Card may be brought to the notice of the Assistant Controller (Examinations) along with the following documents:

1. Copy of E-I Card
2. Documents in support of correction/changes.

All **ex-students** who are not continuing their studies but wish to appear only in the End Semester examination of backlog courses in the session 2022-23 will also have to fill the online Registration Form and pay the requisite examination fee.

  
Assistant Controller  
Examinations

Copy to:

1. All Deans of Faculties with the request for circulation to various Department of Studies/ Coordinators/Director of Centres
2. DSW/Proctor
3. Principal, Women's College
4. University Librarian, M.A. Library
5. All Principals of Colleges/Polytechnics/Co-ordinator, NEP Cell.
6. Provosts, Halls of Residence/NRSC
7. Nodal Officer, AMU Centres for information to the Centres
8. MIC, Public Relations
9. OSD (Development)/OSD (VC Office)
10. Assistant Registrar, Vice Chancellor/Pro Vice-Chancellor's Secretariat for information
11. AFO (Students) Section
12. PS to Registrar/Finance Officer/COE for information
13. All Sections of COE Office/Guard File

  
Assistant Controller  
Examinations