



LOYOLA COLLEGE

(AUTONOMOUS)

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03/12/2024

NOTICE FROM THE OFFICE OF THE ACADEMIC DEANS

Registration for CIA Improvement (Shifts I & II)

Students may register online for **Continuous Internal Assessment (CIA) Improvement of the Even Semester Courses only**, through the Students' Portal / Link provided on Loyola College Website (www.loyolacollege.edu).

Regular students shall register for their Even Semester courses through the student portal / Link provided on Loyola College Website (www.loyolacollege.edu).

Students from the passed-out batches shall use the following link for registration.

<https://erp.loyolacollege.edu/loyolaonline/online/internalArrearsRegistration.jsp>

- The registration will commence on **04th December 2024**, at **11.00 am**.
- The last date for registration and fee payment **without a fine is 10th January 2025**.
- The last date for registration and fee payment **with a fine is 20th January 2025**.
- In case of any difficulty in the online registration process, the concerned student has to report the same in writing with complete details to the **Office of the Academic Deans (MG-09)** or through email **on or before the last date specified above**.

Any request / representation regarding registration beyond the deadline will not be entertained.

Guidelines for 2022 UG Batch and 2023 PG Batch:


- Current III UG and II PG students (22 UG Batch / 23 PG Batch) with a maximum of **FIVE INTERNAL ARREAR COURSES** in Theory, Lab, MC, ME, GE, GL, NME, Outreach, Foundation courses or Project in their **ODD SEMESTERS** are permitted to register for their CIA manually.
- The final chance (N+2) is given to the **20 UG Batch / 21 PG Batch** students with **ANY NUMBER OF INTERNAL ARREAR COURSES** in Theory, Lab, MC, ME, GE, GL, NME, Outreach, Foundation courses, or Project in their **ODD SEMESTERS** are permitted to register for their CIA manually.


"Let Your Light Shine"


- Students of the **20 UG Batch / 21 PG Batch (Final Chance) 2022 UG Batch / 2023 PG Batch (current outgoing)** are required to visit the Academic Dean's office in person for their CIA Improvement registration.
- After registration, a printout of the generated challan must be taken and the fee payment must be made in **CASH AT THE CMS COUNTER OF LOYOLA COLLEGE** only.
- Students are requested to download the application for their CIA registration without fail to ensure they can participate in their Internal Assessments.

Guidelines for the students of prior batches (2019 UG / 2020 PG & Prior Batches:

- ❖ It is hereby informed that the maximum time limit to complete the respective degrees for the 2019 UG / 2020 PG & Prior Batches is extended by one year only (i.e., up to April 2025). Hence, students of the concerned batches are requested to avail themselves of the opportunity and take up the arrear examinations both internal and External of **EVEN** semester.
- ❖ Students who have all the required details of the arrear papers are requested to meet the academic Deans in person (Room No. MG 09) with all relevant documents to apply for the **INTERNAL Examinations** and the Controller of Examinations for the **EXTERNAL (Semester) Examinations**.
- ❖ The last date for **INTERNAL** Registration is **10th January 2025**.
- ❖ The last date for **EXTERNAL (Semester)** Registration is **3rd March 2025**.


DEAN OF ARTS
 Dr Y. ALEXANDER
 DEAN OF ARTS
 LOYOLA COLLEGE
 CHENNAI - 600 034


PRINCIPAL
 Principal
LOYOLA COLLEGE
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DEAN OF SCIENCES
 Dr D. ROBERT SELVAM
 Dean of Sciences
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