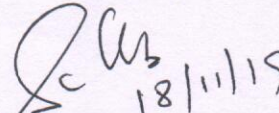No. 4744   Date. 18/11/19

Registration of newly admitted 1st semester students of 2019-20 session have been done at SCTE&VT level and these students have been allotted Registration Numbers by SCTE&VT. Initially at the beginning of the 1st semester 2019, it was advised to enter "1001" as Registration Number of these students in the absence of actual Registration Number, in order to capture their Biometric data from the device. Now, upon issue of Registration Number to the individual students by SCTE&VT, the data of Registration Number of students in Biometric Portal need to be updated with actual Registration Number.

All Institutions are hereby requested to update the Registration Numbers of newly admitted Lateral Entry students of 1st semester in the Biometric Portal, following the link as:

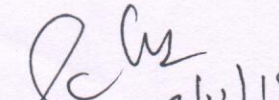**sctvtam.stlindia.com → attendance → audience master setup**

The above task must be complete by 25.11.2019 positively, so that Biometric attendance data with allotted Registration Numbers can be generated in the Biometric Portal and the same shall be used for linking to Examination registration for winter Exams 2019.

Principals are requested to ensure that the Registration numbers are updated correctly against the individual students. No laxity on this front shall be accepted. In case of ant query, you may contact Sri Sovan Kumar Patra (M: 9437501248).

18/11/19
Controller of Examination

Memo No 4745 Date 18/11/19

Copy to Principals of all Polytechnics (Both Govt. & Private) for information and necessary action.

18/11/19
Controller of Examination

www.sctevtodisha.nic.in

Unit-VIII, Near Raj Bhawan, Bhubaneswar. ODISHA-751012 | ☐ sctevt@yahoo.in