



कार्यालय, निदेशक, शैक्षणिक गतिविधियाँ
Office of the Director, Academic Affairs
डॉ. हरीसिंह गौर विश्वविद्यालय, सागर (म.प्र.)
Dr. Harisingh Gour Vishwavidyalaya, Sagar (M.P.)
(केन्द्रीय विश्वविद्यालय / A Central University)

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No./DoAA/2025/ 997

06/11/2025

To,

1. All Deans of Schools, and
2. All Heads of Departments
Dr. Harisingh Gour Vishwavidyalaya, Sagar (M.P.)

Subject: Backlog (BB) / Re-registration (RR) Process through Samarth Portal – reg.

Sir/Madam,

As communicated by the IT Cell of the University vide its email dated 30.10.2025, it is hereby informed that the University has migrated its academic activities from the IUMS Portal to the **Samarth Portal**. Accordingly, certain operational modifications have been introduced to streamline the procedures related to **Backlog** and **Re-registration** of UG/PG students on the Samarth Portal, as detailed below:

1. There shall be **no separate process of re-registration** for UG/PG students on the Samarth Portal.
2. Students are required to submit the **Backlog Examination Form** for both *Backlog (BB)* and *Re-registration (RR)* cases.
3. **Re-registration (RR) Cases:**
 - If a student has not appeared in the *Mid-Semester Examination*, the case shall be treated as *Re-registration (RR)*.
 - Such students will be permitted to appear in both *Mid-Semester* and *End-Semester* examinations.
 - Marks for the *Mid-Semester Examination* shall be entered afresh.
 - “RR” will be mentioned in the Grade Card for the concerned course.
4. **Backlog (BB) Cases:**
 - If a student was *absent/debarred* in the *End-Semester Examination (Theory/Viva)* or failed to secure the minimum passing marks, the case shall be treated as *Backlog (BB)*.
 - Such students will appear **only** in the *End-Semester Examination*, and their previous *Mid-Semester* marks shall be carried forward for result computation.
 - “BB” will be mentioned in the Grade Card for the concerned course.
5. For the above *RR* and *BB* cases, the concerned courses will **automatically appear** in the examination form, and **no separate permission** shall be required to fill the examination form for these courses.
6. In cases where a student has been **absent in both semesters of an academic year**, the application for *Re-registration* must be duly forwarded by the concerned **Dean/HoD** and submitted to the **Office of the Director, Academic Affairs** for further processing.

All concerned are hereby advised to take note of these important changes and are requested to strictly follow the updated procedures available on the **Samarth Portal** of the University.

By order,
06/11/2025
Director
(Academics Affairs)

Copy to: -

1. Controller of Examinations (I/c)
2. In-charge Officer, IT Cell.
3. All Administrative Directors and Dean.
4. PS to VC - for the information of Hon'ble Vice Chancellor.
5. PA to Registrar.

06/11/25
Joint Registrar
(Academics Affairs)