



OFFICE OF THE CONTROLLER OF EXAMINATIONS
ANNA UNIVERSITY
CHENNAI – 600 025

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INSTRUCTION TO THE CANDIDATES WHO EXCEED THE MAXIMUM PERIOD OF STUDY TO REGISTER FOR THE FEBRUARY 2018 EXAMINATIONS

- Kindly follow the Instructions for Registration.
- Login into their **Student Login** in Web Portal "**coe1.annauniv.edu**".
- Click **Reg-Preview** Tab in Student Login.
- Download your Registration Preview request form by clicking the link **Feb. / Mar. Examination, 2018** provided and also to select your **Preference of Examination Centre** provided in the drop down box.
- The candidates are requested to ensure that arrear subjects mentioned in the registration preview form are correct before registering their names for examinations.
- if discrepancies are noticed, **Please make your entries in the Remarks Column** and also it should be reported immediately to the Office of the Controller of Examinations Web Portal intercom **044-22357303**.
- As per the earlier Notification, **only one college is identified as Examination Centre in each district**. Hence select the Examination Centre carefully as your choice.
- The Printed copy of **Registration Preview form and the examination fees** in the form of **Demand Draft** in favour of **Controller of Examinations, Anna University, Ch-25**, should be handed over in-person to the **Examination Centre** from **15-11-2017 to 05-12-2017** to enable your Registration for arrear exams to be held during February 2018 Session by the Examination Centre.
- **Once the Examination centre is selected that will be treated as final and no change of centre will be entertained.**

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