

REPORTING TO THE HOSTEL

Students who are availing the hostel facility should report on the date mentioned against their school.

GIRLS HOSTEL	
<u>Girls should report at the following address:</u> Galgotias College of Engineering Knowledge Park-II, Near Pari Chowk, Greater Noida, Uttar Pradesh 201310	Girls Hostel Wardens: Ms. Namrata Singh : +91-9149303189 Mr. Asheesh Mishra - +91- 9818736003
Google Map Location Link: https://www.google.com/maps/d/u/0/viewer?mid=1_xhn2GW2vjr8FFkQ_77oI_HJlwM&ll=28.457129410164796%2C77.49778125768853&z=16	

BOYS HOSTEL	
<u>Boys should report at the following address:</u> Galgotias University Plot No.2, Sector 17-A, Yamuna Expressway Greater Noida, Gautam Buddha Nagar, Uttar Pradesh 203201	BOYS Hostel Wardens: 1. Mr. Ramveer : +91-8178111319 2. Mr. Anoop Tewari : +91-9026677234
Google Map Location Link: https://goo.gl/maps/LV8R6D4sWJWSLyfy9	

Faculty members and wardens will be present at the hostel registration desk to assist and guide you through the registration process. Each student will receive a hostel registration form. Upon submission of the completed form along with the hostel fee receipt, rooms will be allotted based on the room type selected and the corresponding fee paid. Students are required to bring the following items when reporting to the hostels:

▪ Mattress ▪ Bedsheet ▪ Pillow + Pillow covers	▪ Blanket or Quilts ▪ Toiletries ▪ Lock
--	---

ANNEXURE III: ON CAMPUS REGISTRATION**Student Registration (on Campus) Guidelines:**

- a) Upon arrival on campus, proceed to the registration desk available at AI Block 1st Floor. A team of faculty members will be available to assist and guide you through the registration process.
- b) The Registration Form (Annexure I) must be filled out in advance and brought with you to expedite the registration.
- c) Please attach a copy of the fee receipt to the completed registration form.
- d) Any outstanding balance can be paid at the university's fee counter.
- e) After completing the departmental/school registration, your University ID card will be issued (if not already provided) by the ERP/Admissions Department. At the time of ID card issuance, you will also receive your student iCloud login credentials.
- f) All class-related information and updates will be available through your iCloud login.
- g) You will be added to the official School/Department WhatsApp group once your admission process is fully completed.

IMPORTANT CONTACT NUMBERS

Office of the Registrar

1	Mr. Sanjay Singh	Secretary to the Registrar	Document Verification & Registration	8630754588
2	Mr. Neelesh Kumar	Office Executive		7007734471
3	Mr. Govind Vats	Sr. Office Executive		9267917846
4	Mr. Dharmendra Kumar	Deputy Registrar		9971365653

ERP Office

1	ERP Executive	Mr. J K Kumar	Registration & Time Table	8851809272
2	ERP Manager	Mr. Amit Rai		9131502935
3	ERP Executive	Mr. Bharat Kumar		9759034474
4	Sr. Executive ERP	Mr. Kumar Nitin		9540392554

IT Team

1	IT Manager	Mr. Nitin Varshney		7530939603
---	------------	--------------------	--	------------

FINANCE DEPARTMENT

1	Accounts Executive	Mr. Rhishi Raj	Finance Related	7500737705
2	Account Officer	Mr. Rajeev Yadav		9717130792

Admin Department

1		Mr. Anil Nigam	Admin Related	9691113336
2	Chief Security Officer	Mr. Rajesh Pandey		8875027690

Important e-mail IDs

Office of the Registrar - ps.registrar@galgotiasuniversity.edu.in

Controller of Examination Office - coe@galgotiasuniversity.edu.in

ERP Office - anurag.singh@galgotiasuniversity.edu.in

IT Team - itsupport@galgotiasuniversity.edu.in

FINANCE DEPARTMENT - cfo@galgotiasuniversity.edu.in

ACCOUNT OFFICER - rajeev.yadav@galgotiasuniversity.edu.in

Annexures:

1. [List of Deans & HoDs](#)
2. [Academic Calendar](#)