

**For Wide Publicity  
among Students**

All Internet Service Coordinators (of Halls of Residences)

All IT Focal Points (of AMU Campus)

**Procedure for Continuation of Wi-Fi / IT Facility for the Session 2017 -18**


Further to point (2) of the notification issued vide **D. No. 558/CC** dated **June 8, 2017** the Continuation Workflow for Academic Session 2017-18 is as follows:

1. All bonafide students of AMU can login to Intranet Portal with their user credentials (already available in Academic Session 2016-17) at **<https://myamu.ac.in>** **OR** **<https://172.16.1.88>**
2. Upon successful login, user will have to apply online for **continuation option** available on the screen.
3. Continuation Workflow has the following four steps:
  - Step 1.** Student Login with his Credentials as per point (1).  
(Action Owner: Student).
  - Step 2.** Student uploads his/her continuation/admission documents.  
(Action Owner: Student).

**Step 3.** Verifying authorities (Dean/Chairperson/Head of the Department and Provost), verifies students profile.  
(**Action Owner:** Office of Dean/Chairperson /Head of the Department and Provost).

**Step 4.** User get the Internet Facility for academic session 2017-18 after verification by concerned officer of step 3.  
(**Action Owner:** Computer Centre).

**Note:** All those student who have not yet registered on AMU Intranet Portal/have not completed their profile, will have to get them self registered/complete their portal profile and follow the instructions available at <https://myamu.ac.in/public/uploads/userguides/students.pdf>.

  
Section In Charge  
CWN & Internet Services  
Computer Centre

Copy to:

1. Dean Student Welfare
2. All Provost, Hall of Residences
3. Proctor, AMU
4. All Shift In Charges, Computer Centre
5. All Systems Programmer, Computer Centre
6. In Charge, IT Help Desk, Computer Centre
7. All Service Coordinator, Computer Centre
8. Webmaster, Computer Centre to upload on AMU Website
9. Notice Board
10. Director, Computer Centre