

ACADEMIC SECTION
NATIONAL INSTITUTE OF TECHNOLOGY: SILCHAR

Acad-51/52/13

/7043-65

5th July 2018

Instruction Manual for Registration July-Dec. 2018

This is for information of all UG & PG students that Registration for July-December 2018 Session shall be held on the following dates.

All concerned students are requested to follow the same.

19th & 20th July 2018	To report to respective Faculty Advisor and get Academic Registration Form duly signed by the Faculty Advisors in their respective departments and chambers.
	Submission of completed & signed Registration Form to the Academic Staff with (Library, Hostel clearance & fee receipt) in the Gallery No. 305 (UG) & 302 (PG) .
	Form issue and submission of MBA students will be done in MS Deptt.

N.B

1. Those having bank loan are to submit DD to the **Accounts Staff** available in the **Gallery 301** to get the fee receipt which is needed for submission along with the Registration Form.
2. Students whose loan are pending shall also complete Academic Registration on **19th & 20th July 2018** keeping payment processes pending which has to be done within one **month** with prior permission of Dean (Acad).
3. Registration Forms will be available in the New Gallery on **19th & 20th July 2018** from **10.a.m** onwards subject to production of I-Card.
4. For B.Tech students, normally the maximum allowed no. of credits registered for semester is limited to 48. However under special circumstances, the Dean (Acad) may permit a student to register for a maximum of 54 credits including compartmental subjects.
5. Fees for registering 'F' Grade subjects will be **Rs. 400/-** per course for B.Tech students.
6. **Fine @ 500/- per day will be charged from 21st July 2018 onwards. A student is permitted to register with fine upto 3rd August 2018.**
7. List of Faculty Advisors are given separately. Refer to Notice Board of New Gallery.

Asstt. Registrar (Acad)

Copy:-

1. Dean (S/W) with a request to circulate the above notice to all Wardens for information and necessary action.
2. All HODs with a request to circulate to all the respective faculty advisors.
3. Librarian.
4. D/R accounts.
..... for information and necessary action.
5. All Notice Boards.
- ✓ 6. NITs website for wide circulation.