शैक्षिक अनुभाग /ACADEMIC SECTION

NATIONAL INSTITUTE OF TECHNOLOGY: SILCHAR

Acad-51/52/13 2nd January 2019

Instruction Manual for Registration January-June 2019

This is for information of all UG & PG students that Registration for January-June 2019 Session shall be held on the following dates.

All concerned students are requested to follow the same.

7th &8th January 2019	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).**

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 **7th & 8th January 2019** keeping payment processes pending which has to be done within one **month** with prior permission of **Dean (Acad).**
3. Registration Forms of **PG & B.Tech 4th, 6th & 8th** semesters will be available in the New Gallery on **7th & 8th January 2019** from **10.a.m** onwards subject to production of I-Card. **Registration forms of B.Tech 2nd semester is available in NITS website.**
4. For B.Tech **4th, 6th & 8th** semester 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 9th January 2019 onwards. A student is permitted to register with fine upto 22nd January 2019.**
7. List of Faculty Advisors are given separately. Refer to Notice Board of New Gallery.

02/01/19

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. A/R Accounts (i/c)

   ..... for information and necessary action.
5. All Notice Boards.
6. NITs website for wide circulation.