

शैक्षिक अनुभाग / ACADEMIC SECTION
NATIONAL INSTITUTE OF TECHNOLOGY : SILCHAR

Acad-52/13

25.07.2022

Instruction Manual for Registration July Dec 2022

This is for information of all UG (5th and 7th semester) & PG (3rd semester) students that Physical Registration for **July-Dec 2022** session shall be held during **27th to 29th July 2022**.

All concerned students are requested to follow the instructions given below:

1. Fill up the online registration form by going through the link **<http://erp.nits.ac.in/StudentPortal/CandidateLogin>**

The credentials will be sent to institute email of individual student. After login, students have to fill up this online form. The hostel clearance, Mess Dues and Library clearance of the student will be reflected in the online portal and he/she can complete his online registration if all clearance are done. In case any clearance is pending, he/she may visit the concerned section for necessary clearance. After completion of the online registration process, a form will be generated which he/she have to take a printout & sign the document.

2. At the time of physical registration, students should bring the online generated form as well as the Semester Registration Form (available on the Institute website) duly filled & signed and report to the respective faculty advisor of the concerned department. List of Faculty Advisors will be put up in the notice board of the New Gallery.

3. Non-Hostellers need to attach non-hosteller certificate along with both the forms.

4. 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 Forms.

5. Thereafter, completed & signed Registration Forms along with academic fee receipts and other relevant documents, are to be submitted by the students to the Academic Staff who will be available in the **Gallery No. 306 (For UG) and Gallery No. 303 (For PG)** within the mentioned dates.

Dean (Acad)

Copy to :-

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 among all the respective faculty advisors
3. Librarian i/c for information and necessary action
4. A/R Accounts (i/c) for information and necessary action
5. All Hostel Notice Boards
6. Institute Website