



NOTICE FOR UG STUDENTS

Subject: Pre-registration Schedule and Guidelines to be followed by all students for 2020-21 Monsoon Semester (except, 2019 Batch Undergraduate students)

It is intimated to all existing students, except 2019 batch undergraduate students, that the Pre-registration for 2020-21 Monsoon Semester will commence as per the schedule given below:

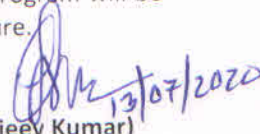
- UG (B.Tech/BE/Dual Degree/Integrated M.Tech.) - 5th, 7th & 9th Semester: Pre-Registration link on Parent Portal will be activated from **Wednesday, 15th July, 2020 to Sunday, 19th July, 2020.**

In view of the prevailing situation of Covid-19 Pandemic, depositing of Fees and Physical Registration date will be notified later. Students are allowed to do the Pre-registration provisionally. Final registration will be completed on the payment of fees.

Guidelines for Pre-Registration:

1. Pre-registration will be conducted through **PARENT PORTAL** only.
2. Students (without Backlog courses) are advised to check the courses available for pre-registration as per the prescribed course structure. In case of discrepancy, if any, please email to reg_ug@iitism.ac.in and mark CC to arug@iitism.ac.in within the specified registration period.
3. Students (with any Backlog courses):
 - a. Verify the correctness of all information visible in the pre-registration form under **Backlog & Drop Courses**.
 - b. You will have to choose all the backlog courses (Fail Backlog and dropped courses) first, **if it is offered**. If **Course Code** of the existing courses are changed in the course structure, then the same will be shown in the Pre-registration form. The said course will be registered only with the new course code. In case of discrepancy, if any, please email to reg_ug@iitism.ac.in and mark CC to arug@iitism.ac.in within the specified registration period i.e., before completion of registration process.
 - c. You will be allowed to choose Maximum of Five theory courses, including the backlog and/or dropped courses.
 - d. The portal will not allow you to register for the courses, if there is time table clash.
 - e. In case the number of registered courses are less than five due to time table clash, you first complete the registration process with available courses on parent portal.
 - f. If the number of registered theory courses are less than five and you want to register up to five, then please fill the attached **Form A** and email (duly signed PDF) to reg_ug@iitism.ac.in and mark CC to arug@iitism.ac.in. **This is the offline process.**
 - g. In this semester, you may also take one extra backlog/dropped course (i.e., sixth course). The interested student need to fill the attached **Form B** and email (duly signed PDF) to reg_ug@iitism.ac.in and mark CC to arug@iitism.ac.in within the specified registration period. **This is the offline process.**
 - h. Request for Point no (f) and (g) will be entertained only if the pre-registration process on Parent portal is successfully completed in due time period.

All students are advised to complete their Pre-registration within the stipulated date, as cited above. If you face any problem in completion of your Pre-registration, then you may send an email to reg_ug@iitism.ac.in and mark CC to arug@iitism.ac.in. Since Pre-registration is an essential and mandatory part of the academic activities, all the students must complete the pre-registration, failing which his/her academic program will be terminated automatically due to unauthorised absence and no excuse will be entertained in future.


(Chiranjeev Kumar)
Dean (Academic)