

**INDIAN INSTITUTE OF TECHNOLOGY (INDIAN SCHOOL OF MINES), DHANBAD
OFFICE OF DEAN (ACADEMIC)**

IITISM/DAC/322

21 March 2022

NOTICE

**PRE-REGISTRATION FOR MONSOON SEMESTER 2022-23
[EXCEPT FOR 1ST YEAR UG STUDENTS] WITH LATE FINE**

All those students/scholars (except 1st year UG students) who could not pre-register for Monsoon Semester 2022-23 are hereby given one last chance to complete their pre-registration with a late fine.

The following are the details and the guidelines in this regard:

- Pre-registration has to be done through Parent Portal during **28-03-2022** to **02-04-2022**.
- A late fine of Rs. 5000/- will be added to the semester fee amount that has to be paid later by the students who pre-register during the above mentioned period.

It may be noted that registration is mandatory for all the students in each semester. Since Pre-registration is an essential and mandatory part of the academic activities, all the students must complete the pre-registration, failing which, their academic program will be terminated automatically due to unauthorized absence and no excuse will be entertained in future.

Final registration will be completed only on payment of fee and the applicable fine amount after doing the pre-registration successfully. The notification for payment of fee will be issued separately by the office of Dean (Students' Welfare).

Students are advised to keep themselves updated and read all the important notices and information meant for them by visiting the Institute website regularly. The institute provided e-mail ID of the students must also be checked daily/regularly for necessary updates.

In case of any difficulty in pre-registration, the student/scholar must send an email with a screenshot of the problem (if possible) to the following email id (as applicable) by **1:00 pm on 01-04- 2022**:

- (a) In case of UG students: **reg_ug@iitism.ac.in** with a copy to **arug@iitism.ac.in**
- (b) In case of PG students: **reg_pg@iitism.ac.in** with a copy to **arpg@iitism.ac.in**
- (c) In case of Ph.D. scholars: **reg_phd@iitism.ac.in** with a copy to **arpg@iitism.ac.in**

Dean (Academic)

Copy to : DT / Dy.DT / All Deans / All HODs / Associate Dean (PG/UG)
Acting Dean (IS) – For the needful to be done on parent portal/MIS.
All Faculty Members / Concerned Students / DR (Acad) /AR (UG & PG)
Webmaster [With a request to upload on the Institute Website]