



राष्ट्रीय प्रौद्योगिकी संस्थान हमीरपुर
हमीरपुर (हि.प्र.) - 177 005 (भारत)
NATIONAL INSTITUTE OF TECHNOLOGY HAMIRPUR
HAMIRPUR (H.P.) - 177 005 (INDIA)
(An Institute of National Importance under Ministry of HRD)

Office of Dean (Academic)

No. NIT/HMR/Acad-/10-ES/2021/9677-90

Date: 24/12/21

NOTICE

Subject: Procedure for Semester Registration of Jan. 2022 and Fee details

1. The Registration for Even Semester of Academic Year 2021-22 shall be held **offline** for all UG/PG and PhD programmes, as per the below mentioned schedule of Academic Calendar:

Sr. No.	Name of Programme	Semester	Fee deposit & registration dates	Last date for Fee deposit & Registration
1	2 nd Year UG/Dual Degree	4	5 th - 10 th Jan 2022	10 th Jan 2022
2	3 rd Year UG/Dual Degree	6	30 th Dec 21 - 03 rd Jan 22	03 rd Jan 2022
3	4 th Year UG/Dual Degree	8	3 rd - 7 th Jan 2022	7 th Jan 2022
4	5 th Year B.Arch./ Dual Degree	10	3 rd - 7 th Jan 2022	7 th Jan 2022
5	MBA/M.Sc.	2, 4	3 rd - 7 th Jan 2022	7 th Jan 2022
6	M.Tech./ M.Arch.	2, 4	18 th - 20 th Jan 2022	20 th Jan 2022
7	PhD	Odd/Even	18 th - 20 th Jan 2022	20 th Jan 2022

2. The 2nd Year UG students are required to also bring with them their Original documents, for the purpose of documents verification. *
3. The UG/PG/PhD students shall submit the completely filled-in Registration Form along with the self-attested copy of semester fee payment receipt as proof of having paid the requisite fee. The PhD students shall **also** submit the duly filled-in Academic Registration Form (DPP-01). The students shall fill the Details of the Courses (registered during current Semester) as per the information provided by the concerned Department.
4. The fee to be deposited for the Semester registration of all the programmes is enclosed. The requisite semester fee should be timely paid online through SBI Collect.
5. The UG students who are availing any fee waiver based upon family income should also enclose the valid income certificate issued by the Competent Authority along with other documents as stated above.
6. The classes for Even Semester of Academic Year 2021-22 for UG/PG/PhD students shall commence as per the Academic Calendar.
7. Students should contact the HOD/ Registration-Incharge concerned for the Details of the Courses (registered during current Semester) or any other help/clarifications regarding semester registration.
8. The process for allocation of Open Elective courses to the students registering in 6th semester shall be initiated after declaration of 5th semester result.
9. The students whose Semester result is not declared till the date of Registration shall leave blank space for filling the Result of Previous Semester and fill all other details in the Registration Form. The concerned Registration Incharges shall get the same filled later on upon declaration of the Semester Result.
10. The students shall submit the duly filled-in Registration Forms along with required documents enclosed, to the Registration Incharge of their Department.
11. The concerned Registration Incharges shall keep with them the duly filled-in Registration Forms and enclosures with them till these are completely filled by all the students and shall verify the

same. Thereafter all these Registration Forms, duly verified shall be forwarded to the Academic Section along with the List of in the following Format, duly forwarded by the HOD concerned.

Even Semester Registration, January 2022 (AY 2021-22)

Name of the Department:

Name of the Programme (BTech/Dual Degree/BArch/M.Tech/M.Arch./M.Sc./MBA/PhD):

Specialization of the Programme:

Semester Number:

Registered Students:

SNo	Roll No./ Registration No.	Name

Unregistered Students (Those who registered in the Previous Semester but did not register in Current Semester)

SNo	Roll No./ Registration No.	Name	Reason/Remarks

Signatures

Registration Incharge

Convener, DBPC/DMPC/DDPC (as applicable)

Head of Department

- Encl.: (i) Fee details
(ii) Semester Registration Form
(iii) Academic Registration Form (DPP-01)
(iv) Department wise List of Registration Incharges

Copy to:

1. Dean (Academic)
2. All HoDs
3. Associate Dean (A&R)
4. FI(CC), with request to upload this Notice along with enclosures on Institute website for information of all concerned.
5. PS to Director, for kind information of the Director, please

DR (Academic)

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