



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-Registration 10/2021-37019-40

Dated: 19/3/21

Subject: Procedure for UG Second Semester Registration During March 2021.

1. The Registration for UG (BTech/Dual Degree/BArch) Second Semester, Academic Year 2020-21, shall be held online during March 19-23, 2021. The classes shall commence wef March 24, 2021.
2. Departments concerned shall appoint Registration Incharges.
3. The students shall fill various details (viz. Registration Number, Name, Mobile, Programme, Courses, Fee Details [Transaction ID, Date, Amount, Type of Fee Exemption Availed, etc.], etc.) through online link available on the Institute website and upload the proof of Fee payment.
4. On closure of the online Registration Process
 - i. Computer Centre shall share the data of registered students with the Academic Section.
 - ii. Account Section shall share the fee payment data of SBI Collect with the Academic Section.
 - iii. The Department concerned shall crosscheck the registration details filled by the students and shall send the list of students by the stipulated date to the Academic Section as per the following format:

Second Semester Registration, March 2021 (AY 2020-21)								
Name of the Department:								
Name of the Programme (BTech/Dual Degree/BArch):								
Registered Students								
SNo	Registration No.	Name	Registered Courses				Fee Details	
			Course 1 <small>Course Name (Code)</small>	Course 2 <small>Course Name (Code)</small>	Course 3 <small>Course Name (Code)</small>	...	Transaction No.	Amount
Unregistered Students (Those who registered in the First Semester but did not register in Second Semester)								
SNo	Registration No.	Name	Reason/Remarks					
Signatures								
Registration Incharge			Convener, DBPC			Head of Department		

5. On the receipt of above information from the Departments, the Academic Section shall crosscheck and compile the list of all registered students and the same shall also be communicated to the concerned Departments by the stipulated date.

DR (Academic)

Copy to

1. All HoDs for information and necessary action, please.
2. Dean (Academic).
3. Chairperson, SDPC.
4. Chairperson, SMPC.
5. Chairperson, SBPC.
6. Associate Dean (A&R).
7. Associate Dean (E&E).
8. FI(CC) with a request to create provision for Online Registration and share the data of registered students with the Departments/Academic Section.
9. AR (A&F) for information and necessary action, please.
10. PS to Director, for information of the Director, please.
11. PA to Registrar, for information of the Registrar, please.

Mr. Jagdish
Please do the needful
19/3/2021

19/3/2021