No. Acad./2022/ 1163   July 22, 2022

NOTIFICATION

REGISTRATION PROCESS FOR ODD SEMESTER OF ACADEMIC YEAR 2022-23
(Except 1st semester of B. Tech/ M. Tech./ MBA/ MCA)

The registration process for Odd Semester of Academic Year 2022-23 is notified as below:

Registration Schedule

Sr. No.	Date/Duration	Remarks
1.	29-07-2022 to 18-08-2022	Registration with Regular Fee
2.	Up to 01-week after 18-08-2022.	Registration with Late Fine of Rs 1000/-
3.	From 02 to 05 weeks after 18-08-2022.	Registration with Late Fine of Rs 2000/-
4.	Beyond 05 weeks after 18-08-2022 until the end of the semester.	Registration with Late Fine of Rs 5000/-

Unregistered students will not be allowed to appear in the end semester examination and their names will be removed from the Roll Sheet of next semester.

The registration for all the student of UG & PG programmes (except for B. Tech final year students) will be done through SAMARTH ERP. The Nodal Officer of SAMARTH ERP will notify the registration process on or before 29-07-2022 and the same will be uploaded on the Institute website for information to the students.

The registration process for B. Tech. final year is given as below:

i) The registration forms can be *downloaded from institute website nitkkr.ac.in under academic----->notification (academic)----->notification*

ii) The students are required to pay tuition fee and other charges as applicable to them based on economic criteria, category of admission etc. through SBI Collect.

iii) *The students are required to pay Hostel dues as applicable to them in the Bank Account of the respective hostels. The students may contact the concerned Hostels Office or Chief Warden(Hostels) Office for any clarification in respect of their dues.*

iv) Thereafter, the students are required to submit their filled in registration forms along with proof of payment and income certificates (if availing fee concession) in their concerned departments. The e-mail ids of departments are as:

S. No	Deptt.	Email-id	S. No	Deptt.	Email-id
1.	Civil Engg.	hodcednitk@gmail.com	4.	Comp. Engg	coengg.nitkkr@gmail.com
2.	Elect. Engg.	eedoffice@nitkkr.ac.in	5.	ECE	eceoffice.office35@gmail.com
3.	Mech. Engg.	hodmechanical@nitkkr.ac.in			

v) The concerned departments will download registration forms of the students and send hardcopies of the forms to Accounts, Library and Hostel Sections for No dues.

vi) HODs will send all registration forms with summary (semester wise & roll no. wise) after No dues by the Accounts, Library and Hostel Sections to Academic Section in phased manner as per registration schedule.

Deputy Registrar (Academic)

Notice Boards of Hostels and Departments/Schools
Copy to:
1. AR to Director for kind information of the Hon'ble Director
2. Heads of all teaching departments.
3. Nodal Officer, SAMARTH ERP with a request to notify the registration process for all UG & PG Programmes (except final year students of B. Tech.) through SAMARTH ERP.
4. Dean (SW), Librarian & Chief Warden (Hostels)
5. Prof. I/C (CCN) for uploading it on institute website for information of all the concerned students.
6. Prof. I/C (Accounts) with a request to open online payment link of SBI/HDFC bank for above mentioned schedule.
7. Bank Manager SBI, NIT, Kurukshetra for kind information
8. PS. to Registrar for kind information of the Registrar

NATIONAL INSTITUTE OF TECHNOLOGY KURUKSHETRA

REGISTRATION FORM

Academic Year: 2022-23   Odd Sem. [ ]   Even Sem. [ ]   (Please Tick in the Boxes)

1. Programme: - <u>B. Tech.</u>

2. Branch/Specialization _____

3. Registration for the Semester (Please tick)

7th	8th

4. Particulars of the student

i)   Name (In Block Letters) _____

ii)   Category (Please Tick)   General [ ]   OBC [ ]   SC/ST [ ]   PWD [ ]   EWS [ ]

iii) Roll No. _____ Email ID _____

iv)   Father's Name _____

v)   Student's Mobile No._____ Parent's Mobile No._____

vi)   Address for Communication _____

_____

_____

5. Hosteller (Yes/No) _____ Hostel No. _____ Room No. _____

Hostel Room Type (Please Tick)   Single Seater [ ]   Double Seater [ ]   Triple Seater [ ]

6. Income Category (Please Tick)   < 1 Lac [ ]   01 to 5 Lac [ ]   > 5 lac [ ]

7. Annual Family Income from all sources (For students claiming fee concession) _____

(Attached Annual family income certificate should be in the name of Head of the family for financial Year 2022-23, certificate must be issued after 1st April 2022 in Hindi/English only from respective State Govt. authority)

Income Certificate No. _____ Dated _____

(Please refer general conditions of Income Certificate issued by the Accounts Section of theInstitute)

8. Please mention Fee Deposit Details in given table.

(COPY OF FEE DEPOSITED RECEIPT SHOULD BE ATTACHED WITH THE FORM)

Fee amount in Rs.	SBI Collect Ref. No.	Date

9. Declaration

I solemnly declare that all the particulars filled as above are correct and that in case of any discrepancy found therein subsequently at any stage, I shall be responsible for the consequences arising out of it.

Date..........................   **Signature of Student**

For Office purpose

Librarian   ***Hostel Warden**   **#Assistant Registrar (Accounts)**
Signature with Seal   **Signature with Seal**   **Signature with Seal**

* Applicable for hostellers only   **#** Not applicable for ICCR students

Note: -*The registration forms are to be submitted online through email in the respective departments/schools.*
The registration form will be forwarded by concerned department to the office of the Dean (Academic)
after getting No Dues done from Accounts, Library and Hostel sections.