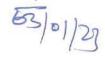# NATIONAL INSTITUTE OF TECHNOLOGY KURUKSHETRA
(ACADEMIC SECTION)

No. Acad./2022//4
~~2023~~

December 28, 2022

NOTIFICATION

REGISTRATION PROCESS FOR EVEN SEMESTER OF ACADEMIC YEAR 2022-23
(Except 2nd semester of B. Tech.)

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

Registration Schedule

Sr. No.	Date/Duration	Remarks
1.	02-01-2023 to 20-01-2023	Registration with Regular Fee
2.	Up to 01-week after 20-01-2023.	Registration with Late Fine of Rs 1000/-
3.	From 02 to 05 weeks after 20-01-2023.	Registration with Late Fine of Rs 2000/-
4.	Beyond 05 weeks after 20-01-2023 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 02-01-2023 and the same will be uploaded on the Institute website for information of 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 2nd & 8th Semester 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. Faculty 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