



Office of the Dean Academic
Indian Institute of Engineering Science and Technology, Shibpur
(Formerly Bengal Engineering & Science University, Shibpur)
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No. 198/ACAD/2024

Date: July 29, 2024

REVISED NOTICE FOR ACADEMIC REGISTRATION OF UG STUDENTS

In continuation of the Notification (No 186/ACAD/2024 dated July 15, 2024), the Following points needs to be followed strictly:

- Academic Registration Form needs to be modified with the following points:
- Family Income certificate for last Financial Year ie 2023-2024 is to be attached along with Academic Registration Form latest by 10th August, 2024; if applied for fees waiver for the AY 2024-2025.
- An Undertaking (attached herewith) is to be filled up and to be submitted with Academic Registration Form latest by 10th August, 2024.
- U.G. Students are eligible for full/partial Tuition Fee Waiver provided their total Family Income Certificate does not exceed Rs. 5 lakhs in the last financial year. In view of that, applications are invited from 2nd, 3rd and 4th, 5th year UG students (except SC, ST & PH) for the Academic Session 2024-25. Those having certificate validity for more than one year may apply for academic session 2025-26, 2026-27 and 2027-28. For the purpose, the concerned students must use the link (<https://forms.gle/A64JdF2jhDP5mjGJ7>) of the Google form to fill the requisite information and uploaded Family Income Certificate (in PDF format), issued for the period 1st April 2023 to 31st March 2024. Students are advised to fill in Google Form through their respective g-suit ID. For further details please follow the notification of Dean (S/W) No. DSW/Int./105/24 dated 29th July, 2024.
- From next academic year 2025-26, the Family Income Certificate for Tuition Fee Waiver is to be submitted within May 2025 based on notification in March/April 2025.
- **The last date of submission of Semester Registration Fees with all dues for UG Students is August 31, 2024.**
- **The last date of submission of Semester Registration Fees with all dues for PG and Ph.D. Students is August 10, 2024.**

Students of UG courses are advised to submit filled-in Academic Registration Form along with Income Certificate and Undertaking, if applicable to the concerned Department latest by August 10, 2024.

Students of all courses shall not be allowed to appear Mid Semester Examinations if (i) they do not pay Semester Registration Fees and clear all previous dues (ii) they do not submit Academic Registration Form with supportive documents as mentioned.

This is issued with the concurrence of the competent authority.

Sd/-
Dr.Nirmalya Kumar Bhattacharyya
Joint Registrar (Academic)

No. 198/ACAD/1(06)/2024

Date: July 29, 2024

Copy forwarded for information and necessary action to:

1. The PS to the Director
2. The Dean(Student Welfare)
3. All Heads of the Departments/Schools/Centers
4. The Joint Registrar(Finance)
5. The Student Senate
6. The Academic Section-File
7. Institute Website



Joint Registrar (Academic)
IEST, Shibpur

Office of the Dean Academic
Indian Institute of Engineering Science and Technology, Shibpur
Semester Registration Form for Undergraduate/ Postgraduate Courses

1. Student Name: (a) (in English) _____
 (b) (in Hindi) _____
2. Department / School/ Center: _____
3. Programme: _____ (B.Tech./ D.D./ M.Tech./ M.Sc./ MOP/ MBA) Specialization (if any for PG) _____
4. Registration for: _____ Semester 5. Registration No: _____
6. G-suite ID: _____ Mobile No.: _____
7. Details of Institute fee payment:
 Amount paid: Rs. _____ Date: ____/____/____ Transaction ID: _____
 (Attached self-attested copy of Payment receipt)

8. Subject details (Including practical or Laboratory Subject):

Sl. No	Subject Code	Name of the Subject (Theory)	Core/Elective	Credit	Remarks
1.					
2.					
3.					
4.					
5.					
Sl. No	Subject Code	Name of the Subject (Practical/ Laboratory/ Sessional)	Credit	Remarks	
1.					
2.					
3.					
4.					

#may add more rows if necessary

Date:

Signature of the Student

Checked by the Department/School/Center/ any other authority

Recommended/Not recommended

(Signature)

Head of the Department/School/Center

Office use only

Scrutinized

Recommended / Not recommended

Approved / Not approved

PIC (Examination)/ AR (Academic)

JR (Academic)

Associate Dean (AC)/Dean (AC)

UNDERTAKING

I,, student of
Semester, (EnrollmentNumber:
Department:), hereby undertake that

- (i) I will submit a fresh income certificate before the expiry of the previous income certificate.
- (ii) I will submit a fresh income certificate if my family income will change within the validity period of the previous income certificate.

Date:

(Signature)

Name of the student:

Enrollment Number:

Department:

Semester: