



# BIRLA INSTITUTE OF TECHNOLOGY

A Deemed to be University u/s 3 of UGC Act, 1956  
MESRA, RANCHI

Dean/UGS/PGS/2021-22/80

Date: 11/01/2022

## NOTICE

### Extension of date for Semester Fee and Registration (SP 2022) for the PhD Scholars.

All PhD scholars, who have not registered yet, are hereby informed that the **date for depositing semester fee and registration for SP 2022** has been extended till **21<sup>st</sup> January 2022**. Students are advised to pay semester fee and register for SP 2022 accordingly.

“Payment of Spring 2022 semester fee is mandatory. Online registration through ERP will be enabled only on the receipt of Spring 2022 semester fee, and other previous dues”.

PhD scholars are also informed to fill and submit the Annexure- II (A) ( New Scholars admitted in SP 2022) and Annexure II (B) (existing scholars) along with fee receipt and registration Slip (printout from ERP portal) duly signed by the Student, Guide and HoD at the respective Departments / Off-Campuses.

The HoDs/Directors, Off-Campuses are further requested to kindly forward the same to the office of the undersigned.

Dr. Nisha Gupta  
Dean (PGS)

Copy to:

- 1 All Deans/Associate Dean/Director-IQAC/Registrar/CoE/CoA
- 2 All Head of the Departments/Directors/Incharge Off Campus/Director-Univ.Polytechnic
- 3 In-charge, NCC/ NSS/ PT and Games/ C. Arts/In-charge, Students Mess Accounts
- 5 Dy. Comptroller/Dy. Finance Officer/Asst. Registrar (AP)
- 6 Webmaster
- 7 P.S. to Vice-Chancellor

Enclosures:

1. Annexure-II (A)
2. Annexure-II (B)

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Annexure-II (A)

## Semester Registration Form for the Newly Admitted PhD Scholar: (MO/SP): Year.....

1.	Name of the PhD Scholar (IN CAPITAL LETTERS)	:	
2.	Roll No.	:	
3.	Date of Registration (at the time of Admission)	:	
4.	Department	:	
5.	Communication Address	:	
6.	Permanent Address	:	
7.	Mobile No	:	
8.	Email Address	:	
9.	Full Time /Part Time	:	
10.	Funding (SF/IRF/Project & other) <i>In case of Project, pls mention name of the Funding Agency</i>	:	
11.	Category (GEN/OBC/SC/ST/Others)	:	
12.	Gender (Male/Female)	:	
13.	Marital Status (Married/Unmarried)	:	
14.	Name of the Ph.D Internal Guide(s)	:	
15.	Name of the Ph.D Co-Guide	:	
16.	Name of the Ph.D External Guide	:	
17.	Research Topic of Ph.D.	:	
18.	Semester Fee Details	:	Date & Receipt No. _____ Amount: _____

Signature of PhD Scholar

Date:

Supervisor/Guide/Co-Guide

Date:

Chairman of Doctoral Committee

Date:

### (FOR OFFICE USE ONLY)

Details of Previous Dues	i) Semester Fee paid upto: (Jun / Dec) Year : _____.
	ii) Hostel Mess Dues paid upto: (Jun / Dec) Year : _____.

Asst. Registrar (AP)

Dean (PGS)

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Annexure-II (B)

## Semester Registration Form for the Existing PhD Scholar: (MO/SP): Year.....

1.	Name of the PhD Scholar (IN CAPITAL LETTERS)	:	
2.	Roll No.	:	
3.	Date of Registration (at the time of Admission)	:	
4.	Department	:	
5.	Communication Address	:	
6.	Permanent Address	:	
7.	Mobile No.	:	
8.	Email Address	:	
9.	Full Time /Part Time	:	
10.	Funding (SF/IRF/Project & other) <i>In case of Project, pls mention name of the Funding Agency</i>	:	
11.	Category (GEN/OBC/SC/ST/Others)	:	
12.	Gender (Male/Female)	:	
13.	Marital Status (Married/Unmarried)	:	
14.	Name of the Ph.D Internal Guide(s)	:	
15.	Name of the Ph.D Co-Guide	:	
16.	Name of the Ph.D External Guide	:	
17.	Research Title of Ph.D.	:	
18.	Course work – Theory (Completed)	:	Yes /No (Please specify date as mentioned in the Grade card) _____
	Course work – Term Paper (Completed)	:	Yes /No (Please mention date of Term-Paper Presentation) : _____
19.	Synopsis (Completed)	:	Yes /No (Please mention date of Synopsis Presentation) : _____
20.	Publication Details (Please mention criteria paper; whether Communicated, Under Review, Published, Nil)	:	
21.	Last Semester/Annual Presentation Date	:	
22.	Renewal of Registration Requested for the Year/Semester	:	Year: _____ Semester: _____
23.	Details of Semester Fees Deposited in the Preceding Year/ Semester	:	Year: _____ Semester: _____ Receipt No. _____ Date of Payment: _____

Signature of PhD Scholar  
Date:

Supervisor/Guide/Co-Guide  
Date:

Chairman of Doctoral Committee  
Date:

(FOR OFFICE USE ONLY)

Details of Previous Dues	i) Semester Fee paid upto: (Jun / Dec) Year : _____ ii) Hostel Mess Dues paid upto: (Jun / Dec) Year : _____
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Asst. Registrar (AP)

Dean (PGS)