



BIRLA INSTITUTE OF TECHNOLOGY MESRA, RANCHI

Ref.: Dean-AP/2020-21/06

Date: 20/07/2020

Extension of date for registration (MO 2020) in view of COVID 19

Attention: All Ph.D. Students

With reference to the notice Dean-AP/2020-21/121 dated 22/06/2020; all Ph.D. students are advised to register for MO20 on or before 24th July 2020 as per details given hereunder:

1. Semester Fee Payment through SBI collect
2. Download the registration form from the Institute website under "Academics".
3. Fill-up all information and send the scanned copy alongwith fee receipt to the guide.
4. The concerned guide shall submit the hard copy duly signed to the HoD/ Director/ Incharge.
5. The HoD is requested to submit the hard copy of completed registration form duly signed to the office of the undersigned latest by 28th July 2020.
6. The office of undersigned shall provide a list of students (Mesra Campus) registered to the Accounts office (Mesra Campus) for verifying the semester fee and clearance of following past dues, if any.
 - a) Institute Dues up to: (June/Dec.) Year
 - b) Hostel /RS Hostel/ Mess Dues:
7. The Directors/Incharge of Off-campuses and Director, University Polytechnic are requested to send all completed registration forms through email: office.deanap@bitmesra.ac.in after taking clearance of the past dues as mentioned in SI.No. 6 (a & b) from the respective Accounts Office of the Off-campus.

Based on the clearance from Accounts Office (Mesra & Off-campuses) registration shall be considered for MO 20.

All students are further advised **not to come to the Institute campus** for submission of hard copies.

Please note that email as sent by Dr. Neeta Kumari from neetak@bitmesra.ac.in on 19 July 2020 at 1.38 PM is not authentic and the same shall be ignored.


(Dr. Padmini Padmanabhan)
Dean (Academic Programme)

Copy to:

1. Deans/CoE/Director IQAC
2. HoDs of Academic Departments/Directors/Incharge Off-campuses & Univ. Polytechnic.
3. Dy. Comptroller / DFO
4. Incharge -Mess Accounts
5. Registrar
6. PS to Vice Chancellor
7. File