



बिरला प्रौद्योगिकी संस्थान BIRLA INSTITUTE OF TECHNOLOGY

(वि० उद्गु० आ० अधिनियम १९६६ की धारा ३ के तहत मान्यता प्राप्त विश्वविद्यालय | A Decreed to be University u/s 3 of UGC Act, 1956)
मेसरा, राँची- ८३५२१५ (भारत) | MESRA, RANCHI - 835 215 (INDIA)

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Ref.: APO/2024-25/52

Dated 27th March 2025

NOTICE REGARDING REGISTRATION IN SP 2025 SESSION

The last date for registration in SP 2025 session for all UG and PG Students of BIT Mesra and its Off-Campuses is hereby extended till **31st March 2025**.

The unregistered students who are attending classes and have not yet submitted the fees with late fine are hereby directed to submit the same and mail copies of the below listed documents (in a single PDF) to ar.ap@bitmesra.ac.in on or before 31st March 2025 :

1. **Fee Receipt** (including Tuition Fees, Hostel Fees, any other dues & Mess Fees, as mentioned on the ERP)
2. **List of Courses to be registered** (as per the format)

S. No.	Course code	Course Name	Credits
1.			
2.			

3. **Self-Declaration** stating that, I _____ (Name of the Student) bearing _____ (Roll No.) have attended classes for all the courses (to be registered) regularly in the SP 2025 session till date and have also appeared in the _____ (Mid Semester Examination / Quiz, as applicable) and I shall not request for any relaxation in the shortage of attendance criteria, arising thereafter.

Please note that no further extension requests for registration in SP 2025 session shall be entertained after 31st March 2025.

Furthermore, registration after the declared deadline without or with late fine will no longer be allowed from MO 2025 onwards.

Registrar (Acting)

Copy To:

1. Deans
2. HoDs of Academic Departments, Directors' / Incharges' (Off-Campuses)
3. Director – IQAC, Associate Deans, Controller of Examinations
4. Dy. Comptroller, Dy. Finance Officer
5. Asst. Registrars' (Acad. Prog., Exam.), Semester Office Incharges' (Off-Campuses)
6. ERP Implementation Team
7. P.S. to Vice Chancellor
8. File (Academic Programme Office)