



**BIRLA INSTITUTE OF TECHNOLOGY & SCIENCE, PILANI**

Academic Registration & Counselling Division

**SECOND SEMESTER 2017-2018**

Ref. No.: ARC/R/10/

Dated: 09/01/2018

# **LATE REGISTRATION**

**DAY AND DATE: Saturday, 13<sup>th</sup> January 2018**

**TIME : 2:30 PM - 6:00 PM**

**PLACE : HOSTEL Rooms (Normal students)**

**: IPC NAB Room 6114 & 6116  
(only for ACB students)**

**ERP**

URL <http://10.2.102.21:9000/psp/hcsprod/?cmd=login&languageCd=ENG&>

**Interaction with Registration Advisors Room No. 6116**

**All Students (Time: 2:30 PM, Date: 13<sup>th</sup> January 2018)**

**Submit your DTC form if any back to ARC Division**

**(Room 3139) on 13<sup>th</sup> January 2018 by 6:00 PM.**

**In-charge Registration**

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**Cc: Reg. NB**

**: FD-I/II/III NB**



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### L A T E R E G I S T R A T I O N

1. Apply for late registration permission in prescribed proforma (available in ARC Division Office) along with supporting documents, if any (*like train/flight cancellation ticket, copy of email sent to ARCD, medical documents etc.*) latest by **5:00 PM on January 11, 2018 (Thursday)**.
2. Students should pay the fine, if any, to the Cashier (**Room 2150**) by **05:00 PM on January 12, 2018**.
3. List of students permitted for late registration will be put on the Registration Notice Board on **January 13, 2018** by **11:00 AM**.
4. Report for Registration along with the fine payment receipt, if any, as per the schedule announced separately.
5. If you have any DTC issue submit your **DTC form** back to **ARC Division** on **Jan. 13, 2018** by **6:00 PM**.

**In-charge, Registration**

CC : **Registration Notice Board**

: **FD I/II/III Notice Board**

: Chief Accountant with a request to arrange for collection of fine on **12th January, 2018**.