

INDIAN INSTITUTE OF TECHNOLOGY ROORKEE

No.Acd Research/ PH.D/ /Autumn-2010-11

Dated: May 09, 2010

NOTIFICATION FOR REGISTRATION OF Ph.D. PROGRAMMES FOR THE AUTUMN SEMESTER OF THE SESSION 2010-11

It is hereby notified for information of all **Ph.D. Research Scholars** except for New Entrants that the registration for the **Autumn Semester of the session 2010-11** will be done **in their respective teaching departments/centres** as per the following programme:-

A SCHEDULE OF REGISTRATION :-

Programmes	Date	Time
All Ph.D. Research Scholars except New Entrants.	20-07-2010 (Tuesday)	10.00 A.M. to 4.00 P.M.

B REQUIREMENTS FROM RESEARCH SCHOLARS

Scholars are required to present themselves in person for registration and bring with them the following:-

(i) Identity Card **(ii)** Documents not deposited so far, if any **(iii)** Six copies of Passport size photograph to be pasted on Registration cards

NOTE:-The classes for all the programmes where course requirement exists except new entrants will begin from July 21, 2010 (Wednesday)

C PAYMENTS

The Research Scholars shall be granted only one of the following two mutually exclusive categories of status at the time of registration. The change in status will not be allowed during the semester:-

(i) Residing & dining **(ii)** Non-residing & non-dining **(iii)** The research scholars shall be required to pay fees in advance as per details given below together with the outstanding dues, if any.

SCHEDULE OF INSTITUTE FEES & MESS ADVANCES/CHARGES

PROGRAMMES	INSTITUTE FEES		MESS Advance/charges		TOTAL + Other dues, if any	
	Residing & Dining (Rs.)	Non-Residing & Non-Dining(Rs.)	Residing & Dining (Rs.)	Non-Residing & Non-Dining(Rs.)	Residing & Dining (Rs.)	Non-Residing & Non-Dining(Rs.)
Ph.D. Full Time - Gen.	10880	5380	7500	100	18380	5480
- SC/ST	8380	2880	7500	100	15880	2980
Ph.D. Part Time - Gen.	-	4380	-	100	-	4480
- SC/ST	-	1880	-	100	-	1980
Ph.D. Part Time- Gen.	-	2780	-	-	-	2780
(Faculty /Staff) - SC/ST	-	280	-	-	-	280

D MODE OF PAYMENT

1. The research scholars can deposit their institute fee and mess charges (CCB) in Punjab National Bank, IIT Roorkee only. For this purpose specially designed fee slips are available at PNB, IIT Roorkee, and at the institute web-site.
2. Fee for late registration or late depositing of the institute fee can be deposited only in PNB on separate late fee forms available at PNB.
3. Fee can be deposited by any of the following modes: **(Fee in Cash will not be accepted)**
 - a) By Bank Draft in favour of Registrar, IIT Roorkee payable at Roorkee only.
 - b) By Local Cheque (of Roorkee only) in favour of Registrar, IIT Roorkee

- c) By Account Transfer (only at PNB, IIT Roorkee)
4. The research scholars can also check the amounts of fee payable by them on the institute website.
 5. The research scholars, who deposit the fee through loan from bank, can also deposit the draft of the fee in the Punjab National Bank-IITR Branch.
 6. The foreign students, who deposit the fee in foreign currency, will deposit the fee (including the mess charges directly in Finance & Accounts Office.

E LATE FEE FOR REGISTRATION (After scheduled date of registration i.e. 20.07.2010)

S.No	Period	Amount of late Fee	Where to deposit
1.	On 20.7.2010 (due date)	No late Fee	-
2.	21.07.2010 to 28.07.2010	500/-	Punjab National Bank, IITR Branch
3.	29.07.2010 to 02.08.2010	1000/-	Punjab National Bank, IITR Branch

From 21.7.2010 on wards the registration formalities will be completed in the office of the Academic Research Section after depositing the late fee in Punjab National Bank, IITR Branch.

F LATE FEE FOR DEPOSITING INSTITUTE FEE

S.No	Period	Amount of late Fee	Where to deposit
1.	20.7.2010 to 27.07.2010	No late Fee	-
2.	28.07.2010 to 02.08.2010	500/-	Punjab National Bank, IITR Branch

G If any student **fails to register by 05.08.2009** (with late fee) and / or **fails to deposit the Institute fee by 02.08.2010** (with late fee): except those with prior approval from Dean, Academic Research.

- a) His/her registration will be terminated.
- b) His/her name will be struck off the rolls of the institute.
- c) He/she will be required to vacate the hostel.

Note:- The information regarding registration, details of fees, Schedule etc. would be available on Institute Website/Notice Boards also.

Assistant Registrar (Academic Research)

Copy to:

1. All Heads of Deptts/Centres including DPT, Saharanpur for necessary action and with the request to please intimate the faculty members accordingly.
2. All Deans
3. Registrar
4. All Chief Wardens/Wardens
5. Dean, Finance & Planning/Assistant Registrar (Finance) /Chairman, CCB
6. P.S. to Director for Director's kind information please.
7. All Notice Boards (Deptts/Centres/Messes/Clubs)
8. Manager, Punjab National Bank, IIT Roorkee branch with the request to provide the outstanding details to the Dean, Finance & Planning up to 07.08.2010.
9. **Coordinator, Super Highway Centre for uploading the notice on the website please.**

Assistant Registrar (Academic Research)