INDIAN INSTITUTE OF TECHNOLOGY KANPUR
ACADEMIC SECTION

REGISTRATION PROCEEDINGS FOR NEW PG STUDENTS (2019 BATCH)
(For students admitted in PhD/MTech/MSR Programmes)

December 27, 2019

All the students of the Institute are required to register in each semester. Academic Registration and Fee Payment are done at the Pingala portal.

A student will be deemed to have registered for the semester when s/he has completed the academic registration on Pingala, paid fees for the semester and has successfully given the biometric impression in his/her Department. Registration process will be carried out in the Lecture Hall Complex on December 31, 2019 from 9:00am onwards.

Following are some important points and procedures for Registration:

1. It is mandatory for every student to create his/her User Id on the Pingala portal. Academic registration and fee payment are done through the Pingala portal.

2. **Students need to pay Institute dues for 2019-20-II Semester online through Pingala.**

Registration Procedure for Postgraduate Students

1. Students need to fill in the Registration Card and Manual Academic Registration form (in triplicate) available at their respective department offices.

2. After filling in the Academic Registration form, students need to take signatures of the Convener, DPGC on the form and feed the final courses on the Pingala portal.

3. Students should ensure that they have fed their courses on the Pingala portal by December 31, 2019. For students who do not have access to computer/internet can use computers available at the New Core Labs (CC01, CC02 & CC03) round the clock (except during 2:00am to 8:00am).

4. The hard copy of the triplicate registration form and registration card should be carried to the appropriate lecture hall, as detailed below, on December 31, 2019 for submission.

5. On December 31, 2019 students should carry self-attested photocopies of all certificates/testimonials (as detailed on webpage of the Counselling Service) along with originals of the same for verification to the Lecture Hall Complex in the following room numbers:

   MTech/MSR/PhD: **Room No. L 13 in Lecture Hall Complex**

6. **All students should ensure that they have given their biometric impression in their respective departments on December 31, 2019 between 9:00am and 5:00pm.**

Registration process of Postgraduate students ends here.

Late registration will take place on **Thursday, January 9, 2020** in the DOAA office, #AAB211.

NO STUDENT WILL BE ALLOWED TO REGISTER AFTER JANUARY 9, 2020.

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Dean, Academic Affairs