

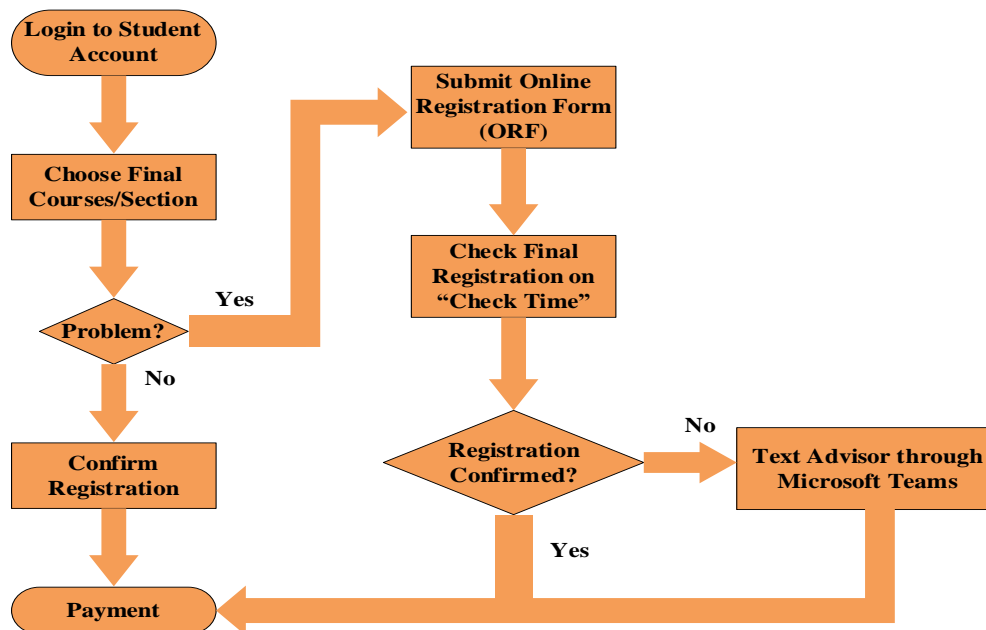
**American International University-Bangladesh (AIUB)**  
**Department of EEE, CoE & IPE**

**September 02, 2021**

**Online Registration Procedure for Fall 2021-22**

All students of Department of EEE, CoE & IPE must login to AIUB Portal (<https://portal.aiub.edu>) for online final registration and follow the registration procedure and schedule according to the notice given at “<https://www.aiub.edu/registration-flow-chart-of-fall-2021-22online>”

To finish the final registration, students are requested to follow the following steps:



**Only for exceptional problematic cases like unable to register a course despite completing pre-requisites, course/section is not visible in the offered section etc. students are advised to follow the following steps maintaining the given schedule.**

1. Students must fill up the **Online Registration Form (ORF)** as per the given schedule. **ORF** will be active only during the given time duration and can be submitted only once.
2. If any student fails to submit the ORF within given schedule they can fill Online Registration Form given in free slot. Their problems will be solved during free slot.
3. Students who have submitted **Online Registration Form (ORF)** are advised to check their AIUB portal within the mentioned **Check Time**.

Date & Time	Student I.D. Number	Online Registration Form Link and submission schedule	Check Time
Sept. 4 (4 PM) to Sept. 5 (4 PM)	ALL up to 18-*****-2	<a href="#">reg/all/upto/18-2</a> Sept. 4 (4 PM) to Sept 5 (10.30 AM)	Sept. 5: 2.00 PM to 3.00 PM
Sept. 5 (4 PM) to Sept. 6 (4 PM)	18-*****-3 to 19-*****-3	<a href="#">reg/18-3/19-3</a> Sept. 5 (4 PM) to Sept 6 (10.30 AM)	Sept. 6: 2.00 PM to 3.00 PM
Sept. 6 (4 PM) to Sept. 7 (4 PM)	20-*****-1 to 20-*****-3	<a href="#">reg/20-1/20-3</a> Sept. 6 (4 PM) to Sept 7 (10.30 AM)	Sept. 7: 2.00 PM to 3.00 PM
Sept. 7 (4 PM) to Sept. 8 (4 PM)	21-*****-1 to 21-*****-2	<a href="#">reg/21-1/21-2</a> Sept. 7 (4 PM) to Sept 8 (10.30 AM)	Sept. 8: 2.00 PM to 3.00 PM
Sept. 8 (4 PM) to Sept. 9 (4 PM)	Free slot	<a href="#">reg/freeslot</a> Sept. 8 (4 PM) to Sept 9 (10.30 AM)	Sept. 9: 2.00 PM to 3.00 PM

4. If student finds during check time, their problem is not solved then they can text their respective registration advisers through Microsoft Teams within 2.30 PM to 3.30 PM as per the list given below.

EEE ID	Registration Advisers Name	Registration Advisers Email
ALL up to 17-*****-3, 19-*****-1, 20-*****-1	Mr. Mohammad Zohurul Islam	zohurul@aiub.edu
18-*****-1, 20-*****-3	Mr. Md. Ashif Islam Oni	ashif.oni@aiub.edu
18-*****-2, 19-*****-3, 21-*****-2	Mr. Mehedi Hasan	mehedi@aiub.edu
18-*****-3, 21-*****-1	Mr. Md. Shahariar Parvez	shahariar.parvez@aiub.edu
19-*****-2, 20-*****-2	Mr. Asif Mahfuz	asifmahfuz@aiub.edu
All CoE & IPE	Mr. Abir Ahmed	abir.ahmed@aiub.edu

5. Registration Advisers will provide token number to those students who require assistance or counselling related to their registration from Mr. Md. Saniat Rahman Zishan. With that token number students can text Mr. Md. Saniat Rahman Zishan (saniat@aiub.edu) after check time within 5.30 PM to 6.30 PM through Microsoft Teams.

In case of any difficulty, please email your concern to:

1. Dr. Md. Abdur Rahman, Associate Dean, FE (**arahman@aiub.edu**)
2. Dr. M. A. Mannan, Director, FE (**mdmannan@aiub.edu**)
3. Dr. Mohammad Nasir Uddin, Head, MEEE program (**drnasir@aiub.edu**)
4. Mr. Nafiz Ahmed Chisty, Head-in-Charge, EEE (**chisty@aiub.edu**)
5. Mr. Md. Saniat Rahman Zishan, Head, CoE (**saniat@aiub.edu**)

**Best Wishes**  
**Department of EEE, CoE & IPE**  
**American International University-Bangladesh (AIUB)**