Pre-Registration :: Fall 2022–23
Faculty of Science and Technology
Department of Computer Science
(CSE/CS/CSSE/SE/CIS)

Registration Procedure

1. Students have to follow the online pre-registration procedure to register courses according to the schedule given in the notice titled "Pre-Registration Flow Chart of Summer 2021-2022" on AIUB website.

2. For Thesis/Software Project I/Software Project II Registration, Students must follow the instructions provided in the following link: *Click Here For Thesis/SP Notice*.

3. For Internship registration, go to the following link and fill up the Internship Registration Form: *Click Here for Internship Registration Form*.

   Internship will be added in your registration in due time. For any queries, send an email to info@cs.aiub.edu.

4. For Probation Students, follow the probation student registration guideline from the notice board/ website.

5. ONLY for exceptional cases (e.g., can't find courses, sections are full, want to request for courses, etc.) use the registration request form.

6. To submit registration request, students have to follow the steps bellow:

   - Students MUST Login to their respective Microsoft Account (XX-XXXXX-X@student.aiub.edu).
   - Use the Correct Registration Request Form as per the table below.
   - Students MUST submit their registration request according to the schedule below:

Date	Student I.D. Number	Form Link ONLY for exceptional cases
July 23 (4 PM) to July 24 (10 AM)	All up to 18-XXXXX-1	https://forms.office.com/r/W5Y1afRKyb
	18-XXXXX-2 to 19-XXXXX-2	https://forms.office.com/r/zbmUB2nuwr
July 24 (4 PM) to July 25 (10 AM)	19-XXXXX-3 to 20-XXXXX-2	https://forms.office.com/r/sFjN8G2uG1
July 25 (4 PM) to July 26 (11 AM)	20-XXXXX-3 to 21-XXXXX-2	https://forms.office.com/r/AUnd5Uqq85
July 26 (4 PM) to July 27 (11 AM)	21-XXXXX-3 to 22-XXXXX-1	https://forms.office.com/r/H272SSK0Bf
	22-XXXXX-2	https://forms.office.com/r/5NiUXM17Mc
July 27 (4 PM) to July 28 (11 AM)	Free Slot	Up to 18-XXXXX-1 https://forms.office.com/r/BdKZCdhAL5 18-XXXXX-2 to 22-XXXXX-1 https://forms.office.com/r/MGD6QJUG4y 22-XXXXX-2 https://forms.office.com/r/qKN8zUCYNq

7. After submitting the form, students MUST wait for at least 22 hours as it takes time for the advisors to process and execute all the requests.

8. If registration request is not processed even after waiting the aforementioned 22 hours, students can contact in D-Building **Room# DN0809** as per the following schedule:

Date	Time	Student ID Number
July 24, 2022 (Sunday)	02:30 PM to 04:00 PM	All up to 19-2
July 25, 2022 (Monday)	02:30 PM to 04:00 PM	19-XXXXX-3 to 20-XXXXX-2
July 26, 2022 (Tuesday)	02:30 PM to 04:00 PM	20-XXXXX-3 to 21-XXXXX-2
July 27, 2022 (Wednesday)	02:30 PM to 04:00 PM	21-XXXXX-3 to 22-XXXXX-2
July 28, 2022 (Thursday)	01:00 PM to 04:00 PM	Free Slot

- Only the students who filled up the form will be allowed to visit in **Room# DN0809**.
- Do not create any queue in front of **Room# DN0809** before 02:00 PM. Any queue formed before that will be deformed at 02:00 PM.

Best Regards,
Department of Computer Science, FST
American International University-Bangladesh