

Pre-Registration :: Summer 2020-21

Faculty of Science and Technology

Department of Computer Science (CSE/CS/CSSE/SE/CIS)

[Online Pre-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 2020-2021**" on AIUB website.
2. **For Internship registration**, go to the following link and fill up the internship registration form: <https://forms.office.com/r/hed79XuzrG>
3. **For Thesis/SP1/SP2 registration**, if you had registered in research.cs.aiub.edu, it will be added in your registration automatically.
4. **ONLY for exceptional cases** (e.g., can't find courses, sections are full, want to request for courses, etc.) use the registration request form.
5. 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 <i>ONLY for exceptional cases</i>
Mar 28 (4PM) to Mar 29 (3PM)	All up to 18-XXXXX-1	https://forms.office.com/r/U3R6Az6iR8
	18-XXXXX-2 to 19-XXXXX-1	https://forms.office.com/r/7ZPjBXSKja
Mar 29 (4PM) to Mar 30 (3PM)	19-XXXXX-2 to 19-XXXXX-3	https://forms.office.com/r/Mm2s4pkE0A
Mar 30 (4PM) to Mar 31 (3PM)	20-XXXXX-1 to 20-XXXXX-2	https://forms.office.com/r/44NbhLHPCm
Mar 31 (4PM) to Apr 01 (3PM)	20-XXXXX-3	https://forms.office.com/r/2MsKPxSLFN
	21-XXXXX-1	https://forms.office.com/r/NDwDLxu2mS
Apr 01 (4pm) to Apr 04 (3pm)	Free Slot	Up to 18-XXXXX-1 https://forms.office.com/r/evFdMWS02B
		18-XXXXX-2 to 20-XXXXX-3 https://forms.office.com/r/pCaxS1Lmbl
		21-XXXXX-1 https://forms.office.com/r/Dim0gVN0cY

6. After submitting the form, students **MUST** wait for at least 48 hours as it takes time for the advisors to process and execute all the requests.

Note:

- Probation students can also submit their registration request. But, the confirmation of their final registration may be subject to the approval of respective advisor/ head/ director.
- In case of any issues after expiring the aforementioned 48 hours, you can email your concern to the faculty members as per the list below with the subject "**Pre-Registration Summer 20-21 :: XX-XXXXX-X**". Write your ID in place of XX-XXXXX-X.

Student ID	Advisor Name and Email
All up to 18-XXXXX-1	Ms. Sifat Rahman Ahona ahona@aiub.edu
18-XXXXX-2	Ms. Fahmida Alam fahmida@aiub.edu
18-XXXXX-3	Mr. Md. Kishor Morol kishor@aiub.edu
19-XXXXX-1 to 19-XXXXX-3	Ms. Kawser Irom Rushee rushee@aiub.edu
20-XXXXX-1	Ms. Shahrin Chowdhury shahrin@aiub.edu
20-XXXXX-2 to 21-XXXXX-1	Ms. Rifat Tasnim Anannya rifat.tasnim@aiub.edu

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