

American International University-Bangladesh (AIUB)

Department of EEE, CoE & IPE

January 26, 2026

Online & On Campus Final Registration Procedure for Spring 2025-26

All students of Dept. of EEE, CoE & IPE must login to AIUB Portal for online registration and follow the registration procedure and schedule according to the following notice :

[https://www.aiub.edu/Files/Uploads/final-registration-flowchart-spring-2025-26-\(2\).pdf](https://www.aiub.edu/Files/Uploads/final-registration-flowchart-spring-2025-26-(2).pdf)

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. Students who have submitted **Online Registration Form (ORF)** are advised to check their AIUB portal within the mentioned **Check Time**.
3. If students find during check time, their problem is not solved, they can come to **Room # DN0511** within the **on-campus registration time** for solving their problems. **Please remember, students who have submitted the Online Registration Form (ORF) only they are allowed to come for on-campus registration if they find during check time their problems are not solved.**
4. If any student fails to submit the ORF within the given schedule, they can fill **Online Registration Form** given in **free slot**. Their problems will be solved during free slot.

Date & Time	Student I.D. Number	Online Registration Form Link and Schedule	Check Time	On Campus Registration Time
Jan 26 (4 PM) to Jan 27 (4 PM)	ALL up to 23-*****-1	Final Reg Day 1 Jan 26 (4 PM) to Jan 27 (10 AM)	Jan 27: 1:00 PM to 1:30 PM	Jan 27: 1:45 PM to 2:45 PM Room # DN0511
Jan 27 (4 PM) to Jan 28 (4 PM)	23-*****-2 to 24-*****-1	Final Reg Day 2 Jan 27 (4 PM) to Jan 28 (10 AM)	Jan 28: 1:00 PM to 1:30 PM	Jan 28: 1:45 PM to 2:45 PM Room # DN0511
Jan 28 (4 PM) to Jan 29 (4 PM)	24-*****-2 to 24-*****-3	Final Reg Day 3 Jan 28 (4 PM) to Jan 29 (10 AM)	Jan 29: 1:00 PM to 1:30 PM	Jan 29: 1:45 PM to 2:45 PM Room # DN0511
Jan 29 (4 PM) to Jan 31 (4 PM)	25-*****-1 to 25-*****-3	Final Reg Day 4 Jan 29 (4 PM) to Jan 31 (10 AM)	Jan 31: 1:00 PM to 1:30 PM	ONLINE
Jan 31 (4 PM) to Feb 01 (4 PM)	Free Slot	Final Reg Free Slot Jan 31 (4 PM) to Feb 01 (10 AM)	Feb 01: 1:00 PM to 1:30 PM	ONLINE

5. Students are advised to contact their respective advisers (as per the list given below) through Microsoft Teams **during free slot** if their problems are not solved during the regular schedule. Special cases will be forwarded to Mr. Md Sajid Hossain by the Registration Advisers only.

EEE ID	Registration Advisers Name	Registration Advisers Email
ALL up to 20-*****-3	Mr. Mehedi Hasan	mehedi@aiub.edu
21-*****-1, 21-*****-2, 21-*****-3	Mr. Md. Shahariar Parvez	shahariar.parvez@aiub.edu
22-*****-1, 22-*****-2, 22-*****-3, 23-*****-1	Mr. Protik Parvez Sheikh	protik@aiub.edu
23-*****-2, 23-*****-3, 24-*****-1, 24-*****-2	Mr. Md. Alomgir Kabir	akabir@aiub.edu
24-*****-3, 25-*****-1 25-*****-2, 25-*****-3	Mr. Md. Shaoran Sayem	shaoranmss@aiub.edu
All CoE Students	Mr. Abir Ahmed	abir.ahmed@aiub.edu
All IPE Students	Ms. Farzana Momtaz Mithila	farzana.mithila@aiub.edu
Probation students of EEE, CoE & IPE Dept.	Ms. Sadia Yasmin	sadia@aiub.edu

6. For any issues/queries related to capstone project registration, students are advised to contact Mr. Abir Ahmed (abir.ahmed@aiub.edu).
7. For any issues/queries related to Internship registration, students are advised to contact Mr. Md. Shahariar Parvez (shahariar.parvez@aiub.edu).

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

1. Dr. M. A. Mannan, Associate Dean, FE (mdmannan@aiub.edu)
2. Dr. Md. Saniat Rahman Zishan, Director, FE (saniat@aiub.edu)
3. Dr. Mohammad Nasir Uddin, Head, MEEE program (drnasir@aiub.edu)
4. Mr. Nafiz Ahmed Chisty, Head, EEE (chisty@aiub.edu)
5. Dr. Chowdhury Akram Hossain, Head, CoE (chowdhury.akram@aiub.edu)
6. Dr. Md. Ehsanul Haque, Head, IPE (ehasanul@aiub.edu)

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