

American International University-Bangladesh (AIUB)

Department of EEE, CoE & IPE

July 01, 2025

Online & On Campus Final Registration Procedure for Summer 2024-25

All students of the 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/registration-flowchart-summer-2024-25.pdf>

Only for exceptional problematic cases like unable to register a course despite completing pre-requisites, the 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. **On-Campus/Online Registration Schedule in the presence of Advisors:** If students find during the below check time that their problem is not solved, they can either come to **Room # DN0411** within the **on-campus registration time** for solving their problems or they can text their respective advisers (as per the list given in page 2) through Microsoft Teams.
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
Jul 02 (4 PM) to Jul 03 (4 PM)	ALL up to 22-*****-2	Final Reg Day 1 Jul 02 (4 PM) to Jul 03 (10 AM)	Jul 03: 1.00 PM to 1:30 PM	Jul 03: 1.45 PM to 2:45 PM
Jul 03 (4 PM) to Jul 05 (4 PM)	22-*****-3 to 23-*****-1	Final Reg Day 2 Jul 03 (4 PM) to Jul 05 (10 AM)	Jul 05: 1.00 PM to 1:30 PM	Jul 05: 1.45 PM to 2:45 PM ONLINE
Jul 05 (4 PM) to Jul 06 (4 PM)	23-*****-2 to 23-*****-3	Final Reg Day 3 Jul 05 (4 PM) to Jul 06 (10 AM)	Jul 06: 12.00 PM to 12:30 PM	Jul 06: 12.30 PM to 1:00 PM ONLINE
Jul 06 (4 PM) to Jul 07 (4 PM)	24-*****-1 to 24-*****-2	Final Reg Day 4 Jul 06 (4 PM) to Jul 07 (10 AM)	Jul 07: 1.00 PM to 1:30 PM	Jul 07: 1.45 PM to 2:45 PM
Jul 07 (4 PM) to Jul 08 (4 PM)	24-*****-3 to 25-*****-1	Final Reg Day 5 Jul 07 (4 PM) to Jul 08 (10 AM)	Jul 08: 1.00 PM to 1:30 PM	Jul 08: 1.45 PM to 2:45 PM
Jul 08 (4 PM) to Jul 09 (4 PM)	Free Slot	Final Reg Free Slot Jul 08 (4 PM) to Jul 09 (10 AM)	Jul 09: 1.00 PM to 1:30 PM	Jul 09: 1.45 PM to 2:45 PM

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 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 17-*****-3, 18-*****-1, 18-*****-2, 18-*****-3, 19-*****-1	Mr. Md. Sajid Hossain	sajidh@aiub.edu
19-*****-2, 19-*****-3, 20-*****-1, 20-*****-2	Mr. Mehedi Hasan	mehedi@aiub.edu
20-*****-3, 21-*****-1, 21-*****-2	Mr. Md. Shahariar Parvez	shahariar.parvez@aiub.edu
21-*****-3, 22-*****-1, 22-*****-2	Mr. Protik Parvez Sheikh	protik@aiub.edu
22-*****-3, 23-*****-1, 23-*****-2	Mr. Md. Alomgir Kabir	akabir@aiub.edu
23-*****-3, 24-*****-1, 24-*****-2	Mr. Md. Shaoran Sayem	shaoranmss@aiub.edu
24-*****-3, 25-*****-1	Mr. Md. Mahmudul Hasan	mahmud@aiub.edu
All CoE & IPE Students	Mr. Abir Ahmed	abir.ahmed@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. Ehasanul Haque, Head, IPE (ehasanul@aiub.edu)

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