

American International University-Bangladesh (AIUB)

Department of EEE, CoE & IPE

May 24, 2026

Online & On Campus Final Registration Procedure for Summer 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/registration-flowchart-summer-2025-26-updated.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 # DN0412** 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 |
|---------------------------------|--------------------------|--|----------------------------|--|
| Jun 01 (10 AM) to Jun 01 (4 PM) | ALL up to 22-*****-3 | Final Reg Day 1 Jun 01 (10 AM) to Jun 01 (12 PM) | Jun 01: 1.30 PM to 1:45 PM | Jun 01: 1.45 PM to 2:45 PM Room # DN0412 |
| Jun 01 (4 PM) to Jun 02 (4 PM) | 23-*****-1 to 23-*****-2 | Final Reg Day 2 Jun 01 (4 PM) to Jun 02 (10 AM) | Jun 02: 1.30 PM to 1:45 PM | Jun 02: 1.45 PM to 2:45 PM Room # DN0412 |
| Jun 02 (4 PM) to Jun 03 (4 PM) | 23-*****-3 to 24-*****-1 | Final Reg Day 3 Jun 02 (4 PM) to Jun 03 (10 AM) | Jun 03: 1.30 PM to 1:45 PM | Jun 03: 1.45 PM to 2:45 PM Room # DN0412 |
| Jun 03 (4 PM) to Jun 04 (4 PM) | 24-*****-2 to 24-*****-3 | Final Reg Day 4 Jun 03 (4 PM) to Jun 04 (10 AM) | Jun 04: 1.30 PM to 1:45 PM | Jun 04: 1.45 PM to 2:45 PM Room # DN0412 |
| Jun 04 (4 PM) to Jun 05 (4 PM) | 25-*****-1 to 26-*****-1 | Final Reg Day 5 Jun 04 (4 PM) to Jun 05 (10 AM) | Jun 05: 1.30 PM to 1:45 PM | ONLINE |
| Jun 05 (4 PM) to Jun 06 (4 PM) | Free Slot | Final Reg Free Slot Jun 05 (4 PM) to Jun 06 (10 AM) | Jun 06: 1.30 PM to 1:45 PM | ONLINE |

5. Students are advised to contact their respective advisers (as per the list given below) through Microsoft Teams/Email during **registration week from 9 AM to 5 PM only**. Special cases will be forwarded to Mr. Md Sajid Hossain (Room # DN0421 or sajidh@aiub.edu) by the Registration Advisers only.

| EEE ID | Registration Advisers Name | Registration Advisers Details |
|---|----------------------------|---|
| ALL up to 20-*****-3 | Mr. Mehedi Hasan | mehedi@aiub.edu Room # DN0318 |
| 21-*****-1, 21-*****-2, 21-*****-3 | Mr. Md. Shahariar Parvez | shahariar.parvez@aiub.edu Room # DN0517 |
| 22-*****-1, 22-*****-2, 22-*****-3 | Mr. Protik Parvez Sheikh | protik@aiub.edu Room # DN0425 |
| 23-*****-1, 23-*****-2, 23-*****-3 | Mr. Md. Alomgir Kabir | akabir@aiub.edu Room # DN0321 |
| 24-*****-1, 24-*****-2 24-*****-3 | Mr. Md. Shaoran Sayem | shaoranmss@aiub.edu Room # DN0524 |
| 25-*****-1, 25-*****-2 | Mr. Debraj Das | debraj@aiub.edu Room # DS0401F |
| 25-*****-3 | Mr. Osim Kumar Pal | osim.pal@aiub.edu Room # DN0326 |
| 26-*****-1 | Mr. Rubab Ahmed | rubab.ahmmed@aiub.edu Room # DN0525 |
| All CoE Students | Mr. Mohammad Rabib Uddin | rabib@aiub.edu Room # DN0401D |
| 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. Ehasanul Haque, Head, IPE (ehasanul@aiub.edu)

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