

Online Final Registration Guidelines for Probation Students

SPRING 2025-26

Probation students can apply online for Final registration according to the Final registration schedule.

1. As a probation student, you are unable to confirm final registration without the probation department's consent. Apply first for Final Registration from your portal. Follow the following steps:
2. [Step 1](#): Log in to AIUB Portal (<https://portal.aiub.edu>) for online final registration.
3. [Step 2](#): Click on the “Go to Registration” button.
4. [Step 3](#): Click on the “Apply here” button, you must wait for the approval of the probation department
5. [Step 4](#): You must wait for the probation department's clearance if the application was submitted successfully
6. [Step 5](#): The “next” button will appear if your application is accepted. Go and meet your respected advisors to confirm the Final Registration
7. [Step 5](#): If your application is denied, you will see instructions from the Office of Probation and follow the instructions accordingly.

Probation students cannot confirm their final registration by themselves, their registration will be confirmed with the help of their department's below-mentioned advisors

Only for Probation Students

The following schedule and venues will be allocated for on-campus registration in the presence of the following Faculty Members (Advisors)

Date: January 27, 2026 – February 01, 2026

Time: 10 AM – 4 PM

| Dept. | Name of the Advisor | Room No | Email |
|---------------|-----------------------------|---------|--|
| EEE | Sadia Yasmin | 9308K | sadia@aiub.edu |
| COE | Abir Ahmed | DN0319 | abir.ahmed@aiub.edu |
| IPE | Dr. Md. Ehasanul Haque | 9308B | ehasanul@aiub.edu |
| Architecture | M. Arefeen Ibrahim | 42D03 | arefeen@aiub.edu |
| CSE, DS, CNCS | Mr. Sharfuddin Mahmood | DNGA12 | smahmood@aiub.edu |
| | Tofayet Sultan | DN0127D | tofayet@aiub.edu |
| | Samiha Islam Abrita | DN0621 | abrita@aiub.edu |
| | Mirza Asif Mahmud | DN0527A | mirza.asif@aiub.edu |
| BBA | Mr. Siam Mohammad | 42A01 | siam.mohammad@aiub.edu |
| | Quazi Nur Alam | 42C14 | nur.alam@aiub.edu |
| MBA & EMBA | Dr. Partha Prasad Chowdhury | 42A09 | partha.p@aiub.edu |
| Economics | Dr. Faria Sultana | 41C13 | farias@aiub.edu |
| English | Md. Hamidul Haque | 41A03 | hamidhaq@aiub.edu |

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|-------|----------------------|-------|--|
| MMC | Rani Ellen V. Ramos | 41B16 | rani.ramos@aiub.edu |
| LL. B | Tasnuva Anika | 41A10 | tasnuva@aiub.edu |
| | Rawnak Miraj Ul Azam | 41B03 | rawnak.miraj@aiub.edu |

Note: If anyone fails to complete and confirm the registration within the published schedule, a late registration fine will be applicable.

Office of Probation

Registrar Building
Email: probation@aiub.edu.
Hotline: 01844115008