



NOTICE

Ref: IPEC/RO/REGN/ES/2022-23

Date: 19-01-2023

From: Registrar	To: All B.Tech. 3 rd and 4 th Year Students
Through: Director <i>19.1.23</i>	

Sub: Starting Offline Classes and Registration for B.Tech. 3rd & 4th year Students for Even Semester, Session 2022-23

Dear Students

This is to inform all B.Tech. 3rd and 4th year students that Registration for Even Semester Session 2022-23 will be done as per following dates:

Year	Date of Registration	Commencement of Classes for Even Semester Session 2022-23
3 rd & 4 th Year	10-02-2023 (1 st & 2 nd period)	Regular Classes for Even Semester will Commence from 3 rd Period on 10-02-2023

NOTE: Daily attendance will be marked from the start date of session as per University Ordinance.

1. Offline classes will start from 10th February 2023 for Even Semester (2022-23)
2. For attending Offline classes, students are provisionally transferred to next semester and have to do the registration process online (**Mandatory**)
 - To avoid rush, students are advised to start depositing balance fees (if any) before 10.02.2023. Fees to be paid through NEFT / Bank transfer only and cash will not be accepted. For Fees Details and NEFT details, refer Annex-II attached to this Notice.
 - After sending the fees through bank transfer / NEFT, students should inform the fee payment details like, bank name, transaction ID etc, to accounts department through 'FORM-A' available in College ERP. After filling the details kindly submit the same. Students can take the receipt for the fees paid from Accounts Department.
 - For all students, attendance will be counted from the date of commencement of Classes. For better academic results and to avoid loss of attendance the students are advised to register early.
 - The name of Students who do not register on aforesaid dates will not be included in the Roll list for next Semester and they will not be allowed to attend the classes.

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PROCESS OF REGISTRATION:

1. Visit college website www.ipec.org.in and log on to "IPEC LIVE" using the Admn. No. mentioned in the bottom of your college ID card which is the user ID and PASSWORD.
2. Click the link "PRINT REGISTRATION FORM" and fill your details online. (Please note that if you have not submitted the fees to accounts department, the link will show that "Fees pending for Academic Session 2022-23". Only after submission of fees you will be able to download your Form)
3. In case Fees is Pending, make payment of fees through Bank Transfer/ NEFT and submit the transfer details like, Name of the Bank, Transaction Reference/ID to Accounts Department by filing 'FORM-A' available in College ERP and submit. After 48 hrs (working days) you will be able to download the form.
4. Take a printout of the registration form after filling the data submit Form alongwith documents to your **Class Coordinator**.

(FLOW-CHART FOR REGISTRATION PROCESS IS ALSO ATTACHED)

Documents to be submitted with the registration form:

1. Undertaking of Attendance (Annexure-1)
2. Medical Certificate

Format of the annexures mentioned above are available on college website under the link "REGISTRATION PROCESS FOR EXISTING STUDENTS"

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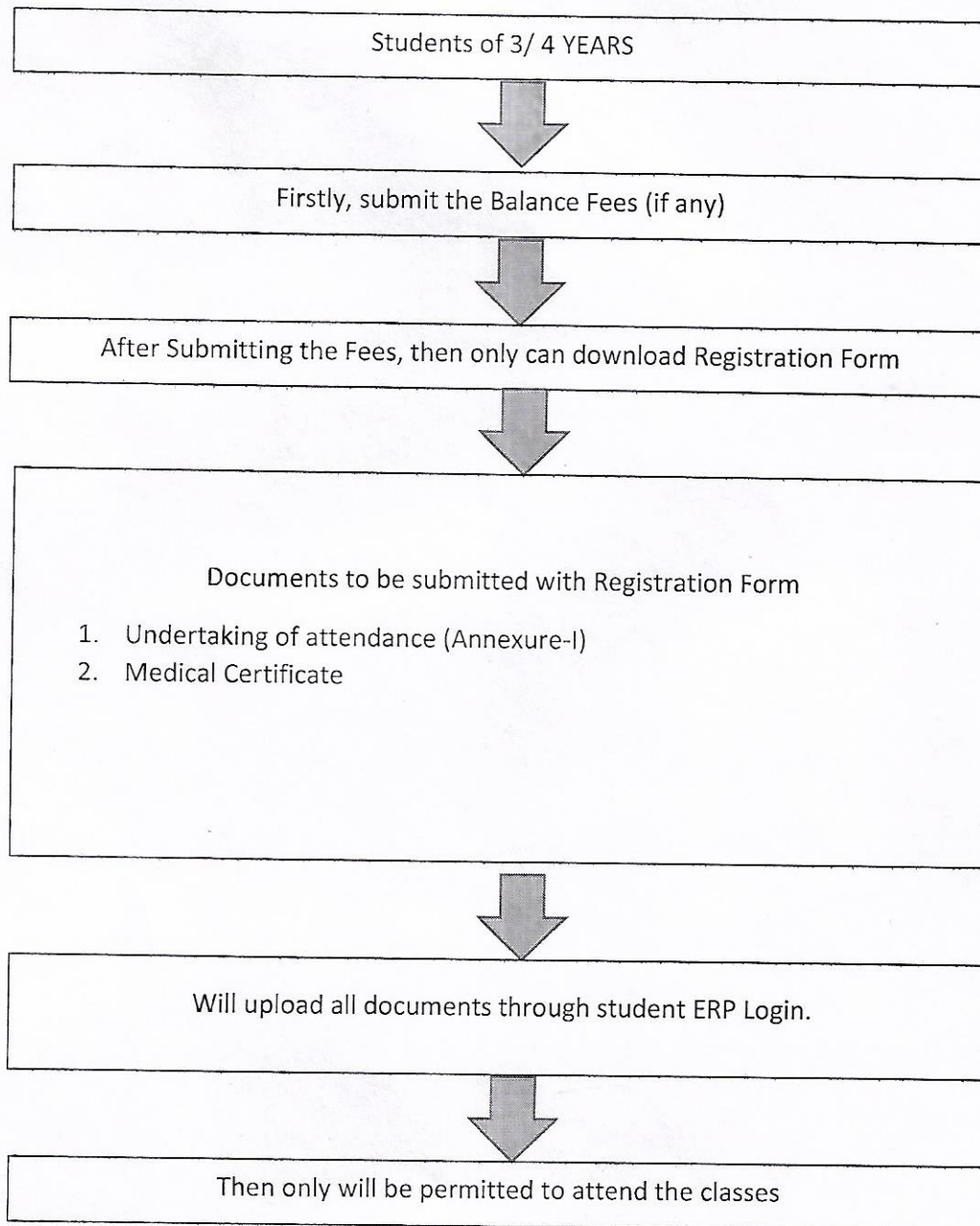
(REGISTRAR)

Cc to :

1. Director- for information pls
2. ALL HODs- Acad- for information pls
3. PS to Director – for uploading on college portal.
4. Accounts Department
5. SDC



Process of Registration for Existing students for Even Semester Session 2022-23





ANNEX-I

The Director

IPEC-GZB,

(Through: HOD)

Sub: Undertaking for Attendance for Even Semester Session 2022-23

I....., S/oand

R/o am the students of(Branch)
/ Course inSemester, Roll No..... (ID No.....) of IPEC GZB
would like to UNDERTAKE that I shall abide by the University norms of Attendance which is
reproduced below:

1. Attendance:

- 1.1 Every student is required to attend all the lectures, tutorials, practicals and other prescribed curricular and co-curricular activities. The attendance can be condoned upto 25% on medical grounds or for other genuine reasons beyond the control of students.
- 1.2 A further relaxation of attendance upto 15% for a student can be given by Head of Institution / College provided that he / she has been absent with prior permission of the Head of the Institution / College for the reasons acceptable to him.
- 1.3 No student will be allowed to appear in the end semester examination if he / she does not satisfy the overall average attendance requirements of Clause Nos. 3.1, and 3.2 and such candidate(s) shall be treated as having failed and will be further governed by clause No.4.2 & 4.3.
- 1.4 The attendance shall be counted from the date of admission in the college or start of academic session whichever is later.

Photograph
of the
Student

.....

Signature of the Student

.....

Parents Phone No :

Name of the Student

Date :

.....

Signature of the HOD



ANNEX-II

The fees applicable for 3rd & 4th year Session 2022-23 are as under: -

S.No	Particulars	3 rd Year	4 th Year
1	Academic Fees	1,11,306.00	1,11,306.00
2	Book Bank facility (Nonrefundable)	Nil	Nil
3	Caution Money (Refundable)	Nil	Nil
4	Other Charges	5050.00	6550.00
	Grand total	1,16,356.00	1,17,856.00

(This is a Total Fees; student has to pay Balance Fees)

***Note:**

- University Exam Fee (2 semesters) Rs.7,500/- p.a. and Consortium Fee -Rs.356/- is excluded from above total fee which has been already paid by student for session 2022-23 to university directly.

*Academic Fee is (Provisional) under revision by Hon'ble Fee Fixation committee for the Session 2022-23

Fee to be paid through NEFT / Bank transfer.

NEFT details are as under: -

Name	: INDERPRASTHA ENGINEERING COLLEGE
Bank Name	: HDFC BANK LTD
Address	: D- 44 RDC, RAJNAGAR, GHAZIABAD
Account No.	: 50100087471211
RTGSW/IFSC CODE	: HDFC0000153

(NO CASH WILL BE ACCEPTED)