



राजीव गाँधी पेट्रोलियम प्रौद्योगिकी संस्थान
(संसद के अधिनियम के अधीन स्थापित राष्ट्रीय महत्व का एक संस्थान)
Rajiv Gandhi Institute of Petroleum Technology
(An Institution of National Importance established under an Act of Parliament)
Jais, Amethi- 229304, UP, India. Website: www.rgipt.ac.in

Ref. No.: RGIPT/Jais/Academic/1887/2025

July 22, 2025

NOTIFICATION FOR FEE SUBMISSION

Attention: All Students of B. Tech. & IDD Program (2022, 2023 & 2024 Batch)

In reference to the Academic Calendar Ref. No.: RGIPT/Jais/Academic/1654/2025 dated 25th April 2025 and RGIPT/Jais/Academic/1864/2025 dated 14th July 2025 respectively for the Odd Semester, Academic Session, 2025-26, it is hereby notified that the following guidelines shall be followed for the deposition of the academic fee, mess advance and registration.

IMPORTANT INSTRUCTIONS

- 1) The students must deposit the academic fees and mess advance latest **by Thursday, 27th July 2025**. Your physical registration will be incomplete for the Odd Semester without full submission of the semester fees or/and mess advance. In addition, all the previous dues must be cleared by **Thursday, 27th July 2025**.
- 2) **Entry into the campus:**
The hostel accommodation and mess facility will be provided only after the full payment of semester fees, mess advance and clearance of all previous dues. The students who have not paid their full fee will not be allowed to enter the Campus. List of Students who have paid their full fee, will only be allowed to enter the campus premises.
- 3) After submission of semester fee and mess advance, the student must register online for the Odd Semester, 2025-26 through the online RGIPT portal between **24th-27th July 2025**. Online registration is compulsory. Student should register for all the core, department elective and the open elective courses online.
- 4) **Registration at the Department:**
The **Physical registration** will be held on **Monday, 28th July 2025** in the respective department. The students must be present at the department before 09:00 AM on the day of physical registration. Therefore, students are advised to arrive on campus one day before the day of registration, i.e., by **Sunday, 27th July 2025**. **Note that, your registration in Odd Semester will be completed only when you do the physical registration.**





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- 5) The students must **attach the proof of fee submission** (Academic Fee + Mess Advance + Minor Programme Fees + any pending dues) along with the physical registration forms.
- 6) **Physical registration will not be permitted unless all dues are cleared. Students failing to do so will be treated as non-registered.**
- 7) **A non-registered student shall not be allowed to attend classes and will be marked absent during the period of non-registration. No relaxation in attendance requirements shall be granted for the duration of non-registration.**
- 8) If a student fails to pay the semester fee online and also fails to complete the Physical Registration with the respective department by the due date, they may be permitted for registration on payment of late fine of Rs. 500.00 per day upto 10 days (from due date of registration+10 days).
- 9) Even if a student fails to complete the registration up to the 10th day of due date, they may register up to four weeks from the date of commencement of classes, only after obtaining the approval of the Chairman-Senate on the recommendation of DUGC and HoD of the respective department, on justified ground and on the payment of such late fine as decided by the competent authority but not less than the fee as required for late registration upto 10 days.
- 10) The students who have subscribed to Education Loan or any financial support from any Bank/Financial Institutions shall also be required to pay their semester and other fees on time.
- 11) The students are advised to communicate with their respective DUGC to opt for the elective and overload/backlog courses. **You should register for the elective and overload/backlog (if any) courses as advised by DUGC during physical registration.** For Overload courses (if any), the requirement of attendance shall be same as other regular courses.
- 12) If the student is opting for any backlog courses, then he/she must attach the early semester grade sheet showing that he/she has an "F" or "Z" grade on that subject.
- 13) The students can register for only one extra (overload/backlog) course. If a student needs to register for more than one backlog course, he/she should drop any other regular courses after discussion with DUGC. You are advised to clear up maximum backlog courses and register accordingly after discussion with DUGC.



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14) The classes will be commenced from **Tuesday, 29th July 2025** and attendance is mandatory from the 01st day of the lectures.

15) A detailed process of online registration and fees submission is attached. You should deposit the exact amount as shown in the online registration portal.

B. Tech./IDD Programme	Amount of Academic Fees (Rs.)
i) 2024-28 Batch , Branch (CE,RE,PP,PE,GS,CSE,IT,C SD, EC,EV,MS,ME, IDD- (2024-2029)- 3 rd Semester)	1. GEN/OBC/EWS: 1,36,500.00 2. SC/ST/PwD: 1,11,500.00 Note: Merit cum Means Scholarship awardee shall pay the full fees, and the Scholarship Amount shall be reimbursed in the month of September-2025.
ii) 2023-27 Batch , Branch (CE,RE,PP,PE,GS,CS,IT,CD, EC,EV,MC, IDD-(2023-2028)- 5 th Semester)	1. GEN/OBC/EWS: 1,28,500.00 2. SC/ST/PwD: 1,03,500.00 Note: Merit cum Means Scholarship awardee shall pay the full fees, and the Scholarship Amount shall be reimbursed in the month of September-2025.
iii) 2022-26 Batch , Branch (CE,RE,PE,CS,IT,CD,EC,EV, MC, IDD- (2022-2027)- 7 th Semester)	1. GEN/OBC/EWS: 1,23,500.00 2. SC/ST/PwD: 98,500.00 Note: Merit cum Means Scholarship awardee shall pay the full fees, and the Scholarship Amount shall be reimbursed in the month of September-2025.
Mess Advance: Rs. 20,000.00 for each student	
Minor Programme: Rs. 10,000.00 those students enrolled in minor program.	
Duration for deposition of Semester Fees & Mess Advance	By Sunday, 27 th July 2025



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	<p style="text-align: center;">Through ICICI Bank payment link</p> <p>Step-1: You will receive a Payment Link on your registered Institute's e-mail Id and Mobile No from eazypay@icicibank.com by 05.00 PM of July 22, 2025.</p> <p>Step-2: Click on the given Link received on e-mail or on your Mobile No.</p> <p>Step-3: Enter the Passcode received along with the Payment Link on e-mail or on your Mobile No and click on the SUBMIT Button.</p> <p>Step-3: Fee details will be appeared along with total Fee Due.</p> <p>Step-4: Click on the PAY NOW button. All Payment Options- Cash, Cheque/ DD, RTGS/ NEFT, Net Banking, Debit Card, Credit Card, and UPI (Default Mode) will appear.</p> <p>Step-5: Select the Payment option from any one of the given options and then click on PROCEED NOW button.</p> <p>Step-6: After successful payment a message will appear from eazypay.icicibank.com- Mail sent Successfully to rollno@rgipt.ac.in</p> <p>Step-7: Fee Receipt shall be generated along with Reference Id and at the bottom of the page you will get the option to Download/ Print the Fee Receipt. You will also receive the Fee Receipt on your Institute's e-mail.</p>
Mode of fee Deposition	
Online Profile Registration	24 th – 27 th July 2025 (Thursday-Sunday)
Physical Registration Form Submission along with transactions details at Departmental Office	Monday, 28 th July 2025 Physical Registration Form will be available in the respective department office
Classes Commence from	Tuesday, 29 th July 2025



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*Payment Portal will not permit part payment of fees. Deposit your fees before the last date to avoid any penalty. For any query, contact the Office of the Dean- Academic Affairs.

The details of the programme wise fee structure is available at the link: <https://rgipt.ac.in/en/page/semester-fee-structures>. This is for the information of all concerned and adherence.



22/1/25

Deputy Registrar (Academic Affairs)

Copy for information and necessary action:

1. All Deans
2. Assistant Deans (Academic Affairs)
3. All Heads of Department
4. Conveners, DUGC
5. Chairman of Council Wardens
6. Chairman of CCIS
7. Chairman Training & Placement Committee
8. Chairman of Senate Library Committee
9. Chairman of Internal Security Committee
10. Assistant Registrar (Student Affairs)
11. Assistant Registrar (Accounts)
12. Assistant Registrar (Audit)
13. The Secretary to the Director, RGIPT
14. Notice Board at Hostel Office & Office of Dean (Academic Affairs)
15. Concerned Students of B. Tech. & IDD Program



Deputy Registrar (Academic Affairs)