

# Institute of Water and Flood Management

Bangladesh University of Engineering and Technology

Postgraduate Program in Water Resources Development (WRD)

## Online Registration Steps

- (1) Students will collect the following forms from the IWFM Office.
  - a. Registration Information Form
  - b. Declaration Form
  - c. Undertaken Form
- (2) Students will visit the RS-GIS lab (4<sup>th</sup> floor). They will submit the original documents (certificates and transcripts) to the faculty members present in the lab for verification (**mandatory for newly selected students**).
- (3) Students will select the courses to be registered and fill out the 'Registration Information Form'.
- (4) Students must also fill out the 'Declaration Form' and 'Undertaken Form.'
- (5) Students will submit all three forms (i.e., Registration Information Form', 'Declaration Form' and 'Undertaken Form') to the IWFM Office (Mr. Akbor / Mr. Nasir)
- (6) Please see the following PG Provisional Admission Guideline for the Finally Selected Candidates (It was prepared and circulated during April 2021 semester. The same procedure will be followed until further notice)
- (7) PG Coordinator will approve the registration process based on the submitted forms (i.e., Registration Information Form', 'Declaration Form' and 'Undertaken Form') and verification of original documents.
- (8) The Director will finally approve (online) the courses for registration.

## PG Provisional Admission Guideline for the Finally Selected Candidates

1. Subject to the completion of equivalence check finally selected candidates for admission in different PG programs will get an email from the Registrar office, BUET in the email address that they provided previously. The email will contain the username and password required to login to BIIS (<https://biis.buet.ac.bd/>). If any candidate does not get an email by 17<sup>th</sup> July 2021, the candidate is requested to contact the Registrar office, BUET (email: mostaqulmozid@regtr.buet.ac.bd, Phone: +88 02 55167100 ext: 7628).

**Proposed Course List**

Course No.	Syllabus	Course Title	CrHr	Credit	Audit	Select	Status
ICT 5100	ICT_2007	Project	<input type="text"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="checkbox"/>	
ICT 6000	ICT_2008	Thesis/Project	3	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="checkbox"/>	
ICT 6511	ICT_2008	Graph Theory and Application	Audit	<input type="radio"/>	<input checked="" type="radio"/>	<input checked="" type="checkbox"/>	
ICT 6512	ICT_2008	Parallel Algorithms	3.0	<input checked="" type="radio"/>	<input type="radio"/>	<input checked="" type="checkbox"/>	

2. After logging into BIIS using the credentials provided in the email, the students will be able to register for the courses in the April 2021 semester. This is available in the “Registration” menu in BIIS. After selecting the courses, the students will see the consolidated amount including admission fee and registration fee that they need to pay online to complete the admission into PG program and registration for the April 2021 semester.

**Information**

Your registration has not completed yet.  
Click on the 'Submit Registration' button below to submit your request.

**Selected Course List**

Course No.	Syllabus	Course Title	CrHr	Status
ICT 6000	ICT_2008	Thesis/Project	3.0	
I			0.0	
I			3.0	
<b>Total CrHr</b>			<b>6.0</b>	

Information!

You are supposed to pay 2637.0 Taka

OK

**Propo**

Day / Period	Period 1	Period 2	Period 3	Period 4
SAT				
SUN				
MON				
TUE				
WED				

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Submit Registration

3. There will be no option to pay the admission fee and registration fee offline in April 2021 semester. Only online payment through mobile banking or *Sonali Bank Payment Gateway* will be accepted. The details of the online registration fee payment procedure will be available in the BIIS account and PG admission website.

Your Submission No. for Registration Request was **312541**.  
You have to pay taka **2637 Taka**

Your request for registration is waiting for approval

Course No.	Syllabus	Course Title	CrHr	Status
ICT 6000	ICT_2008	Thesis/Project	3.0	Waiting
ICT 6511	ICT_2008	Graph Theory and Application	0.0	Waiting
ICT 6512	ICT_2008	Parallel Algorithms	3.0	Waiting
<b>Total CrHr</b>			<b>6.0</b>	

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**NOTE 1** :

According to postgraduate ordinances your registration of this semester shall be considered as void if,

1. you obtain a total of three or more "F" grades, or
2. your CGPA falls below 2.5 at the end of the 2nd or any subsequent semester.

4. The adviser will not be able to forward the registration if the payment of the student is due.
5. This admission and registration are provisional. The admission will only be finalized after checking your original documents by your Department/ Institute. If you are absent during the checking of the original documents without prior approval from the concerned department/institute, or if any discrepancy is found in your original documents with those submitted or if your original documents do not satisfy the admission requirement, then your admission will be cancelled.