MAULANA ABUL KALAM AZAD UNIVERSITY OF TECHNOLOGY, WEST BENGAL
(Formerly WEST BENGAL UNIVERSITY OF TECHNOLOGY)
Main Campus: NH 12, Haringhata, Post Office - Simhat, Police Station – Haringhata, Pin - 741249
City Campus: BF-142, Sector -I, Salt Lake, Kolkata -700 064

No:1.8/Regis./Registration/2018   Dated: 26ᵗʰ September, 2018

To
The Principal/Director,
All Affiliated Colleges/Institutions,
MAKAUT, WB.

Dear Sir/Madam,

This is to inform you that the on-line registration process of our University for the academic year 2018-19 for admission to **Non-AICTE courses (UG & PG) and B.Tech, B. Arch & B.Pharm (WBJEEB 1ˢᵗ, 2ⁿᵈ & 3ʳᵈ counselling admitted students) alongwith B. Optm, Hotel Mgmt, M.Tech, M. Sc, MHA, MCA, MBA and other courses** has **commenced and will continue till 10ᵗʰ October, 2018. Two separate form types are available in registration website** for: (a) Students from Indian Boards/Universities; (b) International students/Indian Students from Foreign Boards/Universities. Forms to be filled up as applicable.

For filling up the Registration Form, following guidelines should be followed:

1. Registration Form is available on-line at **www.wbut.ac.in (Click Registration or 203.200.188.5/registration);**
2. Student will fill up the registration form on-line and after submission he/she has to take printout of the filled up form and submit to the college along with supporting documents and requisite registration fees;
3. College will check the registration forms (duly filled in) from their own login Id and approve the same after normal verification;
4. Registration Forms and documents are to be submitted to the Registrar's Department in the main campus at Haringhata. The college will remain liable for providing all correct information;
5. Re-admitted and branch changed students are also to fill up the Registration Form. The Colleges are directed to submit the same in separate packets to the University;
6. Those colleges who are taking admission in the Management Quota seats have to follow the Government Order;
7. **Registration Certificates will not be issued unless forms are submitted with relevant documents;**
8. **For admitting foreign students it is mandatory for the colleges to adhere to circulars issued by Government of India from time to time. For admitting students in AICTE courses under PIO quota, extant rules have to be followed.**
9. **Colleges admitting foreign students have to fill up Form-S/Form-C as applicable. (Necessary information in this regard available in MHRD website http://indianfrro.gov.in/fsis).**

10. New colleges are requested to collect their login in Id for on-line registration from the Registrar's Department;

Important Dates:
Date of on-line submission of Registration Forms :   **Till 10th October, 2018;**
Date of submission of Registration Forms (hard Copy):   **Within 10th October, 2018;**

To be noted: Other registration related matter, will be intimated in due course

<u>**Fees:**</u>

Registration Fees : Rs. 500/-
Development Fees : Rs. 550/- per year (to be paid at a time according to the duration of the Course)
The fees should be submitted in a Draft drawn in favour of **MAKAUT, WB payable at Kolkata. Colleges are to bring the Draft separately for Registration Fees and Development Fees. Photocopies of challans of all fees paid (Application/ Inspection/ and Affiliation related) should be produced at the time of submission of hardcopies.**
Log in Password is same as it was in previous years for existing Colleges.
To be noted: Colleges not opting for Management Quota allotted seats have to report at the earliest to the Registrar and also Colleges who have obtained AMPAI/ PIO (NRI Quota) alongwith approval letter from AICTE annexed have to report to the Registrar through letter at the earliest. Also Lateral Entry final vacancy seat status has to be intimated to the Registrar, through letter, at the earliest.

Thanking you,
Yours sincerely,

Dr. Indranil Mukherjee
Registrar (Acting)
Copy forwarded to : (1)Finance Officer
                                    (2) Departmental Heads