

Registration Guidelines

- All Freshmen and Ph.D. students will be manually registered by the Program office.
- The process of online registration will take place in the following manner:

Undergraduate programs:

- The starting date is September 3rd, 2020.
- Please note that core and elective courses will be offered simultaneously. Students can add/ drop their desired courses during the allotted timeline and courses will be locked after this date.
- The ERP system allows registration by assigning credit hours to each student and normally 3 credit hours are allocated per course, however, some advanced/ lab courses might have 4 credit hours. These credit hours will be split and restricted between core and elective courses as per the program requirements. *i.e., If a degree program requires 3 core and 2 elective courses in a particular semester then allowable limit of credit hours for core and elective courses will be 10 and 7 respectively.*
- A program wise course list is attached to each program and students can choose courses from that list.
- Please bear in mind that you cannot exceed your course limit while creating your shopping cart. *i.e. If a degree program requires 3 core and 2 elective courses in a particular semester, then the shopping cart will be restricted to 3 core and 2 elective courses.* Further, multiple sections of a particular course will be counted as a single course. If your shopping cart is exceeded beyond the allowable limit then the system will not proceed further and you have to delete extra courses.

MBA & MS programs:

- Registration dates of MBA morning, evening and MS programs are September 5th, 6th and 7th, 2020.
 - Core and electives courses for each program will be offered concurrently.
 - Students will have the option to add/ drop their required courses during the specified period and will be locked after this date.
- There will be an **Online facilitation week** after the start of the semester to accommodate registration related issues.
 - **Please note that course dropping and swapping will NOT be allowed during facilitation week. Further, due to limited physical space and faculty resources, not all students will get their desired courses, teachers, or locales.**
 - Students are requested to settle their financial issues before online registration otherwise IBA reserves the right to block their ERP IDs.
 - Unregistered students will not be allowed to appear in the examination.