

Ref: SIIT/2020/07-8

Date: - 23 July, 2020

NOTICE

The students of Diploma in Engineering admitted in **2019 (Regular & Lateral)** and **2018 (Regular)** are directed to **register for Odd semester (July — December, 2020)** Session 2020-21 through online mode only (**starting from 1st August' 2020 to 31st August' 2020**) without late fine. After due date Rs.100/- late fine will be charged for next ten days (i.e. upto 10.09.2020) and Rs. 250/- will be charged for next ten days i.e. upto 20.09.2020 respectively. Thereafter, registration will not be permitted in any case. Therefore, all students are directed to visit “ www.satyaminternational.com ” for registration.

After online registration & payment of fees* (***not applicable for those having Student Credit Card or Education Loan**). student must download the copy of registration and submit to their Head of Department through email.

E-mail id are as follows:

Department	Email Id
CSE	hodcse@satyaminternational.com
ME	hodme@satyaminternational.com
CIVIL	hodcivil@satyaminternational.com
EEE	hodeee@satyaminternational.com
Academic section	examination@satyaminternational.com

The classes of **Odd Semester** (except 1st Semester) will commence from 4th August' 2020 through virtual platform. (Details regarding SOP for the same would be available in due course of time).

I- Normal Fee Collection:

SOP for the same would be as under:

- Student will logon to www.satyaminternational.com and click on Online fee Payment. The link will redirect you to **Razorpay Payment Pages**. Fill your details and pay your Semester fee.

- (b) Now Click on **ODD SEMESTER REGISTRATION LINK**
- (c) Student will register for semester by filling his/her credentials and subject details as per guidelines.
- (d) Student can take the print of registration and payment confirmation receipt in triplicate and submit one copy to HOD, second copy to Academic section & third copy to be retained by the student for personal record.

Please note: Registration will be valid and saved in the portal only for those students who will successfully make the fee payment* (For Credit Card- Attach Sanction Letter) after filling all details, failing which it will not be valid and no request will be entertained).

2-Processing of fees through DRCC

Those students who have applied for credit card from DRCC under Bihar Student Credit Card Scheme:

- a) If his / her Amount transferred from DRCC to SIIT Patna on or before 31st August' 2020 then the candidate send a request along with supporting document (UTR Number) of transferred amount to the Academic section through email ID examination@satyaminternational.com on or before 5th September' 2020 so that the candidate can register himself/herself after confirmation by the Academic section.
- b) In case Amount is not transferred from DRCC to SIIT Patna upto 31st August' 2020 then the candidate has to request a demand letter from college and submit to DRCC along with his/ her promotion certificate and complete the registration as per schedule.

For further updates, students are advised to visit the Institute website regularly.
Stay at home and be safe!

Principal

Copy to: -

1. All HODs
2. Controller of Examination
3. PI, Website & MIS
4. Notice Board.
5. Guard file