



BITS Pilani **Registration booklet** First Semester 2024-25

Dear Students and Faculty Members,
Please go through this booklet for the details regarding
registration of courses in First Semester 2024-25.

Faculty In-Charge
Registration & Counselling



BITS Pilani
Pilani Campus



REGISTRATION SCHEDULE

The registration process will be password protected through ERP for the First semester 2024-25. Students should use their **ERP credentials** for registration of courses.

Interaction with Registration Advisors for

First degree, Higher degree and PhD students admitted in Year 2024

Day & Date : Thursday, August 1, 2024

Time : 9 AM to 1 PM

Place : From Hostel rooms

PRIORITY NO.	REGISTRATION TIME	PRIORITY NO.	REGISTRATION TIME
01 to 100	09:00 AM to 09:30 AM	501 to 650	11:00 AM to 11:30 AM
101 to 200	09:30 AM to 10:00 AM	651 to 800	11:30 AM to 12:00 noon
201 to 350	10:00 AM to 10:30 AM	801 to 950	12:00 noon to 12:30 PM
351 to 500	10:30 AM to 11:00 AM	951 onwards	12:30 PM to 1:00 PM

NOTE:

1. Students should register in ERP portal from their Hostel rooms.
2. Student should register strictly during the allotted time slot. Registration attempts before the given time slot will block your registration process.
3. Refer ERP Registration Procedure (<https://www.youtube.com/watch?v=UcXncZQVE04>) and Time Table available on AUGSD-AGSRD website.
4. If required, you may also seek help from **Student Volunteers** for course registration on the registration day in IPC labs. The following IPC labs are reserved for registration help – **IPC Lab:** 6013, 6016, 6114, 6116, 6117, 6118, 6119.
5. **Semester-wise course registration pattern for Ph.D. Students is given on Page No. 3.**

REGISTRATION INSTRUCTIONS FOR STUDENTS

- Open ERP website (<https://erp.bits-pilani.ac.in/>) and login through “Student System” tab using your BITS Email address and password.
- Check your Priority No. on AUGSD-AGSRD website (<https://academic.bits-pilani.ac.in/>).
- **Refer to ERP Registration Procedure and Time Table on AUGSD-AGSRD website.**
- Register for the prescribed courses by adding courses in your cart on ERP.
- **Registration of Elective course(s) for Higher Degree Students:** Refer the pool of elective courses mentioned in the Bulletin section IV (available on AUGSD-AGSRD website) for your programme.

Note: *Student should take utmost care while preparing their course package on the day of registration. In case you do not register or register partially on the registration day, then your registration will be completed administratively based on the available seats in respective courses/sections. In such cases, you may not get the sections of your choice. No further requests in this regard will be entertained.*

- **Procedure for DIFFICULT TIMETABLE CASE (DTC) for Students:**

No DTC will be entertained for the non-availability of Elective course(s). However, if your registration is not possible due to non-availability of Compulsory Discipline Course (CDC) section(s), then:

- The student should fill the proforma for DTC using the link available on the AUGSD-AGSRD website.
- Students should make sure to fill all the required CDCs and elective courses along with suggested sections at the appropriate places.
- Afterwards, click on “Verify DTC Application” button **and submit the application using OTP.**

Student must check his/her final registration details for settled DTC w.e.f. **August 6, 2024** on ERP portal.

- **LATE REGISTRATION:**

- Student can apply for Late Registration in the prescribed proforma available at AUGSD-AGSRD website latest by **5 PM on August 6, 2024.**
- Late registration is scheduled on **August 8, 2024** and will be allowed only for genuine cases after checking the submitted supporting documents.

- **ERP Registration Help (Google Meet Link):**

- (1) meet.google.com/vzr-vitj-mjv (2) meet.google.com/rhd-qvns-zzm

SEMESTER-WISE COURSE REGISTRATION PATTERN FOR Ph.D. STUDENTS

Pattern 1: Semester-wise course registration pattern (from admission in the Ph.D. programme) for **Ph.D. students holding Higher Degree**

Year	First Semester	Units	Second Semester	Units
I	Course 1 (recommended by DRC) Course 2 (recommended by DRC)	Minimum 6 Units with two courses (total)	BITS C797T Ph.D. Seminar BITS G661 Research Methodology-I	1 5
	BITS C791T Teaching Practice-I (FT) / BITS E793T Practice Lecture Series-I (PT/Aspirant)			
II	BITS C797T Ph.D. Seminar BITS C799T Ph.D. Thesis	1 10	BITS C797T Ph.D. Seminar BITS C799T Ph.D. Thesis	1 10
	BITS C797T Ph.D. Seminar BITS C799T Ph.D. Thesis	1 10	BITS C797T Ph.D. Seminar BITS C799T Ph.D. Thesis	1 10

FT = Full Time; PT = Part Time

Note:

- After approval of Ph.D. proposal, a student **must** register for Ph.D. Seminar (BITS C797T) and Ph.D. Thesis (BITS C799T) courses in all the subsequent semesters of his/her Ph.D. duration.
- Ph.D. students admitted under “Aspirant” category need to register in “BITS C790T Independent Study” course in place of Course 1 and Course 2 in first semester. The “Aspirant” students will register in “BITS C790T Independent Study” course in place of “BITS C797T Ph.D. Seminar” course in all subsequent semesters of his/her Ph.D. duration.
- As per the Academic Regulation (Clause 9.02), a student must complete BITS C791T Teaching Practice I (FT) / BITS E793T Practice Lecture Series-I (PT/Aspirant) and BITS G661 Research Methodology-I course to fulfil the requirement of graduation for Ph.D. degree.

OR

Pattern 2: Semester-wise registration pattern (from admission in the Ph.D. programme) for **Ph.D. students holding First Degree** as the highest degree

Year	First Semester	Units	Second Semester	Units
I	Course 1 (recommended by DRC) Course 2 (recommended by DRC) Course 3 (recommended by DRC)	Minimum 12 Units (total)	Course 1 (recommended by DRC) Course 2 (recommended by DRC) Course 3 (recommended by DRC)	Minimum 12 Units (total)
II	BITS C797T Ph.D. Seminar BITS C791T Teaching Practice-I (FT) / BITS E793T Practice Lecture Series-I (PT)	1 1	BITS C797T Ph.D. Seminar BITS G661 Research Methodology-I	1 5
III	BITS C797T Ph.D. Seminar BITS C799T Ph.D. Thesis	1 10	BITS C797T Ph.D. Seminar BITS C799T Ph.D. Thesis	1 10

FT = Full Time; PT = Part Time

Note:

- After approval of Ph.D. proposal, a student **must** register for Ph.D. Seminar (BITS C797T) and Ph.D. Thesis (BITS C799T) courses in all the subsequent semesters of his/her Ph.D. duration.
- As per the Academic Regulation (Clause 9.02), a student must complete BITS C791T Teaching Practice-I (FT) / BITS E793T Practice Lecture Series-I (PT) and BITS G661 Research Methodology-I course to fulfil the requirement of graduation for Ph.D. degree.

CONTACT PERSONS

Following members can be contacted in case of any clarifications/ problems regarding registration process:

Issue	In-charge(s)	Phone
Registration	Dr. Jitendra Singh Rathore Dr. Murali M Pandey	01596- 255263/243/519
ACB/ BL Registration	Dr. Gaurav Watts	01596-255669
Time table FD & HD charts	Dr. Haribabu K Dr. Puneet Mishra	01596-255641/314
ERP help desk	Mr. Abhishek Dadhich	01596-255519
Difficult Time Table cases (DTC)	Mr. Harpal	01596-255314



BITS Pilani

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 www.bits-pilani.ac.in

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