



भारतीय प्रौद्योगिकी संस्थान भुवनेश्वर
INDIAN INSTITUTE OF TECHNOLOGY BHUBANESWAR
शैक्षणिक अनुभाग / Academic Section

F.No. 15-26/2025-Acad. (FS)

दिनांक / Dated: 12-Nov-2025

सूचना / NOTICE No. 714 /2025

**Sub: Spring (2nd and 4th) Semester (2025-26) Registration Notice
for all On Roll Post Graduate students & Research Scholars**

A. Dates for Semester Fee payment:

1	Opening date of Online Fee Payment link in EIMS	14-Nov-2025 (Friday)
2	Closing date of Online Fee Payment link in EIMS	31-Dec-2025 (Wednesday)

B. Subject Registration Time Lines and Late registration fee payment

Instruction:

1)	Reporting of On-Roll students at the campus and subject registration by the Faculty Advisor / Supervisor in the presence of students (three days)	01-Jan-2026 (Thursday) to 05-Jan-2026 (Monday)
2)	Commencement of classes	05-Jan-2026 (Monday)
3)	Late registration with fine of ₹1,000/- up to next 3 days:	06-Jan-2026 (Tuesday) to 08-Jan-2026 (Thursday)
4)	Late registration with fine for next 5 days @ ₹ 500/- per day in addition to ₹ 1,000/- <i>(N.B.: If last date of registration with fine is falling on Saturday/Sunday/Holiday, the next working day shall be considered as last date of registration with fine. However, fine amount will be added for these Saturday/Sunday/Holiday.)</i>	09-Jan-2026 (Friday) to 13-Jan-2026 (Tuesday)
5)	Thereafter, the registration portal of EIMS shall be closed. In case of further late, the students need to submit application through their Faculty Advisor/ supervisor & HoS/HoD with supporting documents for the permission of Dean (PG&RP) for Late Registration.	
6)	In the event of delay in registration is due to self-illness with hospitalization, the students may apply for refund of late registration fee through the faculty advisor /supervisor & HoS/HoD of the school with supporting documents.	

C. Programme wise applicable fees placed at:

1	M.Sc. & M.Tech	Annexure-I
2	Ph.D / MS-R Programmes	Annexure-II

D. Bank Details & Fee payment Procedure:

(Detail information will also be provided by EIMS before the activation of online link)

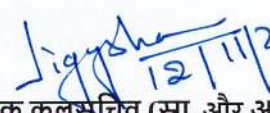
Type of Student	Type of Fee	Payment Link & Procedure
I. Student Not availing Bank Loan	Institute Fee & Hostel Fee	https://eims.iitbbs.ac.in 1) Login into EIMS 2) Click on "Academic" 3) Click on "Fees" 4) Click on "Fee Demand and Payment" 5) Complete the payment process.
II. Students availing Bank Loan	Institute Fee & Hostel Fee	https://eims.iitbbs.ac.in 1) Login into EIMS 2) Click on "Academic" 3) Click on "Fees" 4) Click on "Fee Demand and Payment" 5) Generate NEFT challan: a) Click on SBI Branch payment for payment through SBI OR b) Click on NEFT for payment through Banks other than SBI 6) Submit the challan to your bank for NEFT/online transfer 7) No other mode of payment is acceptable

E. General Instructions:

1)	Students are advised to pay the full amount of registration fee in one transaction.
2)	Students are advised to carefully refer to the notice for the applicable fee amount before making the payment and to complete the payment on or before 29th December 2025 in order to begin subject registration from 1st January 2026 . Please note that the EIMS system requires 2-3 working days to update payments. Therefore, payments made after 29th December 2025 will be reflected only after three working days, which may lead to a delay in subject registration.
3)	Students are advised to increase the limit of their bank payment and ensure that the registration fee is paid in a single transaction for a smooth and hassle-free payment.
4)	The balance amount of ₹858/- towards Medical Insurance Charges , arising due to a recent revision, is to be paid along with the registration fee for the Spring Semester 2025-26 . The details are provided in the annexures.
5)	The students availing Bank Loan are advised to generate Challan in the EIMS and submit the same to the bank providing the loan. If the payment is not updated in EIMS in next 5 working days, then the students must communicate the same to EIMS Team.
6)	Students have to send the loan sanction letter issued by the bank authority to fa.students@iitbbs.ac.in with a copy to office.academic@iitbbs.ac.in at the time of payment of semester fees.
7)	Students seeking fee payment extension due to delay in bank loan have to intimate in EIMS on or before 27th Dec 2025 .
8)	The Bank must provide the following details of students in the transaction narration field, without which, the payment will not be accepted: a) Name of the student b) Roll No c) Semester for which the loan has been sanctioned
9)	Fee payment, due clearance and subject registration of all students (including the students availing bank loan), should be completed by 5th Jan 2026 . Thereafter, any delay without a justified reasons will be considered as ' Late Registration ' and a late fine shall be imposed for such cases.

- 10) Any difficulties may be contact to the Email ID provided below. Helpline Numbers are answerable during 10:00 AM to 5:00 PM of Working days only:

Academic Section Query related to semester registration	Email ID: academic.phd@iitbbs.ac.in (for Ph.D & MS.R) academic.mtech@iitbbs.ac.in (for M.Tech) academic.msc@iitbbs.ac.in (for M.Sc.)	Contact No. 0674 - 713-4466 (Ph.D, MS.R & M.Tech) 0674 - 713-4465 (M.Sc.)
ERP Team Query related to Technical issues	Email ID: erp.admin@iitbbs.ac.in	Contact No. 0674 - 713-8608
Accounts Section Query related to bank loan/challan	Email ID: fa.students@iitbbs.ac.in	Contact No. 0674-713-4563
Hostel Office Query related Hostel fee	Email ID: warden.office@iitbbs.ac.in	Contact No. 0674-713-4605


12/11/2025
सहायक कुलसचिव (स्ना. और अ.का.) /
Assistant Registrar (PG & RP)

सेवा में/ To

1. All Post Graduate students & Research Scholars
2. PIC (ERP) / SE (ERP): with a request to start/activate the online payment mode in EIMS as per the deadline.
3. Deputy Registrar/Assistant Registrar (F & A)- for information and necessary action.

प्रतिलिपि/ Copy to

- 1) All Notice Boards of the Institute
- 2) All Deans and Heads of Schools /Departments
- 3) All Wardens, Hostel
- 4) All Faculty Members
- 5) Chairperson, Central Library
- 6) PIC Web Services: with a request to upload in the Institute Website
- 7) Office of the Registrar: for information only

Annexure – I

Post- Graduate Programmes

(a) Fees for **Joint M.Sc. - Ph. D.** Programme

Fees Towards	Regular-Students		Student on Temporary Withdrawal (All category)	
	GEN/EWS/OBC	SC/ST/PwD	Due to self-prolonged illness or acute problem in the family	Due to employment
Semester Fee	₹ 14,650/-	₹ 9,650/-	₹ 2,500/-	₹ 5,000/-
Balance of Annual Insurance Fee	₹858/-	₹858/-	₹ 0/-	₹ 0/-
Hostel Establishment Charges & Mess Advance	₹ 33,500/-	₹ 33,500/-	₹ 0/-	₹ 0/-
Total	₹ 49,008/-	₹ 44,008/-	₹ 2,500/-	₹ 5,000/-

(b) Fees for **M.Tech.** Programme

Fees Towards	Regular-semester students		Students on Temporary Withdrawal (All category)		Industry Sponsored students (All Category)	
	GEN/EWS/OBC	SC/ST/PwD	Due to self-prolonged illness or acute problem in the family	Due to employment	Regular	Temporary Withdrawal (Registration fee+ Tuition Fee)
Semester fee	₹ 14,650/-	₹ 9,650/-	₹ 2,500/-	₹ 5,000/-	₹ 34,650/-	₹ 26,800/-
Balance of Annual Insurance Fee	₹858/-	₹858/-	₹ 0/-	₹ 0/-	₹858/-	₹ 0/-
Hostel Establishment Charges & Mess Advance	₹ 33,500/-	₹ 33,500/-	₹ 0/-	₹ 0/-	₹ 33,500/-	₹ 0/-
Total	₹ 49,008/-	₹ 44,008/-	₹ 2,500/-	₹ 5,000/-	₹ 69,008/-	₹ 26,800/-

(c) Fees for **Foreign Students of M.Tech & M.Sc.** Programmes

Fees Towards	SAARC & Least Developed Country	Non- SAARC & Developed Country
Semester Fee	₹ 14,650/-	₹ 3,09,650/-
Balance of Annual Insurance Fee	₹858/-	₹858/-
Hostel Establishment Charges & Mess Advance	₹ 33,500/-	₹ 33,500/-
Total	₹ 49,008/-	₹ 3,44,008/-

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Annexure – II

Ph.D / MS-R Programme

(a) Fees for Scholars staying in **Hostel**

Fees Towards	Institute Scholars & Other Funding Scholars				Industry Sponsored Scholars/ Working Professional	
	Hostel		Sangam Hostel		Hostel	Sangam Hostel
	GEN/EWS/OBC	SC/ST/PwD	GEN/EWS/OBC	SC/ST/PwD	All category	All category
Semester fee	₹ 14,650/-	₹ 9,650/-	₹ 14,650/-	₹ 9,650/-	₹ 34,650/-	₹ 34,650/-
Balance of Annual Insurance Fee	₹858/-	₹858/-	₹858/-	₹858/-	₹858/-	₹858/-
Hostel Establishment Charges & Mess Advance	₹ 33,500/-	₹ 33,500/-	₹ 12,000/-	₹ 12,000/-	₹ 33,500/-	₹ 12,000/-
Total	₹ 49,008/-	₹ 44,008/-	₹ 27,508/-	₹ 22,508/-	₹ 69,008/-	₹ 47,508/-

(b) Fees for **Day Scholars**

Fees Towards	Institute Scholars & Other Funding Scholars					Institute Employees
	Own Accommodation		Students on Temporary Withdrawal (All category)			All category
	GEN/EWS/OBC	SC/ST/PwD	Due to self-prolonged illness or acute problem in the family	Due to employment	Industry Sponsored Scholars (Registration fee+ Tuition Fee)	
Semester Fee	₹ 14,650/-	₹ 9,650/-	₹ 2,500/-	₹ 5,000/-	₹ 26,800/-	₹ 3,300/-
Balance of Annual Insurance Fee	₹858/-	₹858/-	₹ 0/-	₹ 0/-	₹ 0/-	₹ 0/-
Hostel Establishment Charges & Mess Advance	₹ 0/-	₹ 0/-	₹ 0/-	₹ 0/-	₹ 0/-	₹ 0/-
Total	₹ 15,508/-	₹ 10,508/-	₹ 2,500/-	₹ 5,000/-	₹ 26,800/-	₹ 3,300/-

N.B.: Subject to production of permission letter /office order to stay outside campus. (Not applicable for Institute employees). Otherwise the scholar will pay fees applicable to scholar staying in hostel mentioned in (a)

(c) Fees for **Foreign Scholars**

Fees Towards	SAARC & Least Developed Country	Non- SAARC & Developed Country
Semester Fee	₹ 14,650/-	₹ 3,09,650/-
Balance of Annual Insurance Fee	₹858/-	₹858/-
Hostel Establishment Charges & Mess Advance	₹ 33,500/-	₹ 33,500/-
Total	₹ 49,008/-	₹ 3,44,008/-

