**GD RUNGTA COLLEGE OF ENGINEERING & TECHNOLOGY, BHILAI**

* **Registration procedure will be carried out departmentally**
* Upload Registration Form and Bank Challan on website. Also keep copies on Counter No. 1.
* Each department will have two counters, one registration counter and another internet/wi-fi configuration counter.

**REGISTRATION PROCEDURE**

* Student will collect Challan (amount of dues filled in Challan), Registration Form and (Dues Slip)at Counter No. 1.
* Student will
  + Fill Registration Form,
  + Deposit Fees at a bank counter in Library,
  + Deposit books (if any)in Library and obtain no dues from library
* Student willcome back to Counter No. 1. On verification of payment of semester fees and dues, faculty member at Counter No. 1 will issue him a Registration Slip containing details like Class Roll No.
* Student will go to Internet counter and will configure device for Wi-Fi and internet access.
* **Registration is over.**
* Then with Registration Slip student will go to VT Presentation.
* Without registration slip, student will not be allowed to do VT presentation.