

OFFICE OF THE REGISTRAR

ISLAMIC UNIVERSITY OF TECHNOLOGY (IUT)
ORGANISATION OF ISLAMIC COOPERATION (OIC)

Post Graduate Registration Procedure

Step 1: SEND an email to admission@iut-dhaka.edu by attaching your scanned offer letter and photo. You will get a **link** of registration and **PIN-password** in reply. The name of your attached photo file have to be in the format "ApplicationID_Goodname_Dept", for example, "MS108_Azad_EEE "

Step 2: Go to the link <http://registration.iutoic-dhaka.edu> and enter your PIN-password and **FILL UP** all the required information fields.

Step 3: Then go to **IUT Medical Centre** to get fitness certificate

Step 4: Visit relevant **Department Head's Office** to collect the **course registration form**, fill it up and take **sign** from Head of the Department. Then go to **Registrar's Office** and take sign of the Registrar on the form (he will write the amount needed to be paid).

Step 5: Pay the fees (AB Bank, Account Name: **IUT**, Account No.: **4018-085407-430**) and then submit the deposit slip to IUT Accounts (Room - 302 or 304) and collect official receipt (save for future).

Step 6: Then go to Room No. 313-Mr. Amzad Hossain to **SHOW YOUR ORIGINAL** certificates-marksheets, passport-visa (if expatriate), IUT offer letter, signed registration form, and Payment Receipt. **SUBMIT PHOTOCOPY** of these documents with 2 copy photo (with name, Dept. and country on back of photo) and **fill up another FORM** there. Done. You will be later emailed a Student No. Collect the Admission Certificate and Smart ID Card from Department secretary at a stipulated time later.

Dr. Mwebesa Umar
Registrar
Islamic University of Technology (IUT)
Board Bazar, Gazipur

(Dr. Mwebesa Umar)

Registrar