

REGISTRATION PROCEDURE

- 1) Please visit to <https://www.onlinesbi.com/prelogin/icollecthome.htm?corpID=272342>
- 2) Click the check box to accept the terms and conditions and then select **PROCEED**.
- 3) Select OTHER ACADEMIC FEES/ FINES in the Payment Category.
- 4) Please fill up your particulars (Name, Admission Number, Programme name, Discipline, Semester, Mobile No, Email ID, Academic Year).
- 5) Select “0” in a) Student Activity Centre Fees; b) Fines / Penalty; c) Migration Fees; d) Transcript Fee; e) Duplicate Identity Card Fee; f) Thesis Evaluation Fee; g) Rechecking of Answer Scripts; h) Duplicate Grade Card Fees; i) Fine (Disciplinary Action - Benevolent Fund)
- 6) Please select 200 in **ENGLISH INTER-PERSONAL CAPSULE FEE** and proceed for payment.
- 7) Once your payment is successful, please save the online payment receipt.
- 8) Please fill the application form properly by enclosing self-attested photo.
- 9) Scan the completed application form and email it to piyali@iitism.ac.in along with the online payment receipt by 2nd August.
- 10) Kindly keep the application form with you for your future reference.