

# Pre-Registration :: Spring 2023-24

## Faculty of Science and Technology

### Department of Computer Science

### [Registration Procedure](#)

1. Students have to follow the online pre-registration procedure to register for courses according to the schedule given in the notice titled “[Pre-Registration Flowchart Spring 2023-2024](#)” on AIUB website.
2. For [Thesis/Software Project I/Software Project II Registration](#), Students must follow the instructions provided in the following link: [Click Here For Thesis/SP Notice](#).
3. For [Internship registration](#), go to the following link and fill up the Internship Registration Form: [Click here for Internship Registration guidelines with form links](#).  
Internship will be added in your registration in due time. For any queries, send an email to [info@cs.aiub.edu](mailto:info@cs.aiub.edu).
4. For [Probation Students](#), follow the probation student registration guideline from the notice board/website.
5. **ONLY for exceptional cases** (e.g., can't find courses, sections are full, want to request for courses, etc.) use the registration request form.
6. To submit registration request, students have to follow the steps bellow:
  - Students **MUST Login** to their respective Microsoft Account ([XX-XXXXX-X@student.aiub.edu](mailto:XX-XXXXX-X@student.aiub.edu)).
  - Use the Correct [Registration Request Form](#) as per the table below.
  - Students **MUST** submit their registration request according to the schedule below:

Date	Student ID Number	Form Link <i>ONLY for exceptional cases</i>
Nov 18 (4 PM) to Nov 19 (10 AM)	All up to 18-XXXXX-1	<a href="https://forms.office.com/r/tljXqFcxmb">https://forms.office.com/r/tljXqFcxmb</a>
	18-XXXXX-2 to 20-XXXXX-3	<a href="https://forms.office.com/r/aaCyDGfXbm">https://forms.office.com/r/aaCyDGfXbm</a>
Nov 19 (4 PM) to Nov 20 (10 AM)	21-XXXXX-1 to 22-XXXXX-1	<a href="https://forms.office.com/r/3QA2j7sZHB">https://forms.office.com/r/3QA2j7sZHB</a>
Nov 20 (4 PM) to Nov 21 (10 AM)	22-XXXXX-2 to 22-XXXXX-3	<a href="https://forms.office.com/r/S9AXce2pfb">https://forms.office.com/r/S9AXce2pfb</a>
Nov 21 (4 PM) to Nov 22 (10 AM)	23-XXXXX-1 to 23-XXXXX-2	<a href="https://forms.office.com/r/y0R08CnCPv">https://forms.office.com/r/y0R08CnCPv</a>
Nov 22 (4 PM) to Nov 23 (10 AM)	23-XXXXX-3	<a href="https://forms.office.com/r/378nzptLMe">https://forms.office.com/r/378nzptLMe</a>
Nov 23 (4 PM) to Nov 26 (10 AM)	Free Slot	All up to 18-XXXXX-1 <a href="https://forms.office.com/r/DeHfgpRGxT">https://forms.office.com/r/DeHfgpRGxT</a>
	Others	<a href="https://forms.office.com/r/96TttuKgdK">https://forms.office.com/r/96TttuKgdK</a>

7. **After submitting the form, students MUST wait till free slot** as it takes time for the advisors to process and execute all the requests.

Best Regards,  
Department of Computer Science, FST  
American International University-Bangladesh