

**Step 1:** Use the following link to sign up: <https://erp.iitkgp.ac.in/CEP/courses.htm>

The screenshot shows a web browser at the URL [erp.iitkgp.ac.in/CEP/courses.htm](https://erp.iitkgp.ac.in/CEP/courses.htm). The page header includes the IIT Kharagpur logo, the text "Continuing Education Program, Indian Institute of Technology Kharagpur, India", and navigation links for "How to Apply" and "How to Pay". On the right, there are links for "New User?", "Registered User?", and "Forgot Password?", along with "Sign Up", "Login", and "Reset" buttons. A red arrow points from the "Sign Up" button to the right. The main content area lists three short-term courses:

- Short Term Course SPONSORED**: AICTE QIP PG certificate program on Applications of AI and ML. Duration: June 16, 2025 to December 26, 2025. Co-ordinators include Haimanti Banerji, Pawan Goyal, Niloy Ganguly, and Sourangshu Bhattacharya. Programme Organizer Email: [sourangshu@cse.iitkgp.ac.in](mailto:sourangshu@cse.iitkgp.ac.in). Note: This course is not on offer for outside participant; exclusively meant for sponsored candidate.
- Short Term Course SELF SPONSORED**: Vocal Classes - GKF Teaching Fellow Scheme 2H-2025. Duration: August 1, 2025 to December 31, 2025. Co-ordinator: Anandaroop Bhattacharya. Programme Organizer Email: [anirban.biswas@adm.iitkgp.ac.in](mailto:anirban.biswas@adm.iitkgp.ac.in). Application/Processing Fee: INR 250.00.
- Short Term Course SELF SPONSORED**: (Details partially visible).

A sidebar on the left contains a menu with categories: ALL PROGRAMS, AICTE QIP, TEQIP, SPONSORED, SELF SPONSORED, CERTIFICATE COURSE, CONFERENCE, SYMPOSIUM, WORKSHOP, and STUDENT FEST.

Sign up

## Step 2: Enter the mandatory details in the Sign Up page

The screenshot shows a web browser at the URL `erp.iitkgp.ac.in/CEP/courses.htm`. The page displays a sidebar with navigation options: ALL PROGRAMS, AICTE QIP, TEQIP, SPONSORED, SELF SPONSORED, CERTIFICATE COURSE, CONFERENCE, SYMPOSIUM, WORKSHOP, and STUDENT FEST. The main content area features a 'Short Term Course SPONSORED' section with details for a program including its name, duration, and organizers. A modal window is open in the center, titled 'Login Sign Up'. The modal has two tabs: 'Login' and 'Sign Up'. The 'Sign Up' tab is active, and the form contains the following fields:

- Email address\* (text input with placeholder 'Enter email')
- Password\* (password input with placeholder 'Password' and a note: 'Your password must be 8-20 characters long')
- Confirm Password\* (password input with placeholder 'Re-type Password')
- Date of birth\* (date input with placeholder 'dd-mm-yyyy')
- Captcha\* (checkbox 'I'm not a robot' and a reCAPTCHA widget)

At the bottom of the modal, there are two buttons: 'Sign Up' (highlighted with a red arrow) and 'Close'. The background page also shows a 'New User? Registered User? Forgot Password?' section with 'Sign Up', 'Login', and 'Reset' buttons. A red arrow points from the 'Sign up' text on the right towards the 'Sign Up' button in the modal.

Sign up

**Step 3:** Enter only the mandatory details (marked with red \*) in the page. You do not have to fill other details such as Marital Status, Address etc.

### Personal Information

*Full Name :	<input type="text" value="Raj Kumar Manna"/>	*Nationality :	<input type="text" value="India"/>
*Date of birth :	<input type="text" value="24-04"/>	ID Card Type :	<input type="text" value="Select"/>
*Mobile Number :	<input type="text" value="+91"/> <input type="text" value="933920"/>	ID Card No. :	<input type="text"/>
*Emergency Contact Number	<input type="text" value="933207"/>	Marital Status :	<input type="text" value="Select"/>
*Gender :	<input type="text" value="Male"/>	Are you a person with disability :	<input type="text"/>
*Occupation :	<input type="text" value="Faculty"/>	Category :	<input type="text" value="Select"/>
*Affiliating Organization/Address :	<input type="text" value="IIT Kharagpur"/>		

### Present Address

Address Line 1 :	<input type="text"/>
Line 2 :	<input type="text"/>
Line 3 :	<input type="text"/>
City :	<input type="text"/>
State :	<input type="text"/>
Pin Code :	<input type="text"/>

### Permanent Address

<input type="checkbox"/> Same as Present	
Address Line 1 :	<input type="text"/>
Line 2 :	<input type="text"/>
Line 3 :	<input type="text"/>
City :	<input type="text"/>
State :	<input type="text"/>
Pin Code :	<input type="text"/>



Save & Next

**Step 4:** You can skip entering the details in this page and click save & next.

1 PERSONAL INFORMATION      2 ACADEMIC INFORMATION      3 UPLOAD PHOTO AND SIGNATURE

### Academic Information

▼ 10th ● Highest Degree

Name of Degree :	<input type="text"/>	Marks/GPA/CGPA :	<input type="text" value="0.0"/>
University/Board :	<input type="text"/>	Total Marks/Out Of :	<input type="text" value="0.0"/>
Year :	<input type="text"/>	Percentage :	<input type="text" value="0.0"/>
		Subjects :	<input type="text"/>

▼ 12th ● Highest Degree

▼ Bachelors ● Highest Degree

▼ Masters ● Highest Degree

▼ Others(GRE,GMAT,GATE,NET,DIPLOMA etc.) ● Highest Degree

▼ Others(GRE,GMAT,GATE,NET,DIPLOMA etc.) ● Highest Degree

### Experience Details

[+](#)

### Document Details(Mandatory upon academic,experience details add)

▼ Document Upload

[Back](#) [Save](#) [Save & Next](#)

 Save & Next

**Step 5:** You can **also skip** entering the details in this page and click save & next.

The screenshot displays a registration form with three progress steps: 1. PERSONAL INFORMATION, 2. ACADEMIC INFORMATION, and 3. UPLOAD PHOTO AND SIGNATURE. The current step is 'Upload Photo and Signature(Optional)'. It features two main sections: 'Photo' and 'Signature'. The 'Photo' section includes a file upload area with a 'Photo' icon, a 'Choose file...' button, a 'Browse' button, and a note that the size should be less than 1Mb. The 'Signature' section includes a file upload area with a 'Signature' icon, a 'Choose file...' button, a 'Browse' button, and a note that the size should be less than 50Kb. At the bottom left is a 'Back' button. At the bottom right are 'Save' and 'Save & Next' buttons. A red arrow points from the text 'Save & Next' to the 'Save & Next' button.

1 PERSONAL INFORMATION 2 ACADEMIC INFORMATION 3 UPLOAD PHOTO AND SIGNATURE

### Upload Photo and Signature(Optional)

#### Photo

Photo

Choose file... Browse

Size should be less than 1Mb

#### Signature

Signature

Choose file... Browse

Size should be less than 50Kb

Back Save Save & Next

Save & Next

# Step 6: You can search **TransMATTER** in this page. And click **APPLY NOW** in the TransMATTER 2026 Programme.

**Application Flow Chart**

- Signup
- ↓
- Login
- ↓
- Profile Fillup
- ↓
- Choose a Program
- ↓
- Apply Now

Payment is to be done **ONLINE** after getting short listed for the program.

**ALL PROGRAMS**

- AICTE QIP
- GIAN
- SPONSORED
- SELF SPONSORED

Programme Application/Processing Fee(Non-Refundable):: Student(): INR 4000.00; Faculty(): INR 8000.00; Industry(): INR 12000.00

**APPLY NOW**

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**Conference** [Show Details](#) Last date of online registration: September 6, 2026

Name of the Programme:- International Conference on Translational Materials and Tissue Engineering in Regenerative Medicine -- TransMatTER-2026 (Programme ID:IIT/CEP/CON/CON/2025-2026/MM/184)

Duration of Programme:- September 5, 2026 to September 6, 2026

[Dr./Prof.] Anindya Khamaru, School of Medical Science and Technology (Monitoring), [Dr./Prof.] Suraj Bhardwaj, School of Medical Science and Technology (Monitoring), [Dr./Prof.] Praphulla Chandra Shukla, School of Medical Science and Technology (Monitoring), [Dr./Prof.] Subhamoy Mandal, School of Medical Science and Technology (Monitoring), [Dr./Prof.] Gayatri Mukherjee, School of Medical Science and Technology (Monitoring), [Dr./Prof.] Budhaditya Mukherjee, School of Medical Science and Technology (Treasurer), [Dr./Prof.] Soumen Das, School of Medical Science and Technology (Co-Convenor), [Dr./Prof.] Koel Chaudhury, School of Medical Science and Technology (Co-Convenor), [Dr./Prof.] Gorachand Dutta, School of Medical Science and Technology (Treasurer), [Dr./Prof.] Debashree Guha Adhya, School of Medical Science and Technology (Treasurer), [Dr./Prof.] Manjunatha Mahadevappa, School of Medical Science and Technology (Secretary), [Dr./Prof.] Raj Kumar Manna, School of Medical Science and Technology (Secretary), [Dr./Prof.] Nishant Chakravorty, School of Medical Science and Technology (Co-Convenor), [Dr./Prof.] Mahitosh Mandal, School of Medical Science and Technology (Co-Convenor), [Dr./Prof.] Santanu Dhara, School of Medical Science and Technology (Convenor), [Dr./Prof.] Santanu Chattopadhyay, Rubber Technology (Co-Convenor)

Programme Organizer Email-Id :- sdhara@smst.iitkgp.ac.in

[Will update](#)

**APPLY NOW**





**Step 8:** Please enter your **Abstract ID** (sent to you by email). If you have not submitted an abstract, enter 'NaN'. You **do not** need to upload the paper/abstract file here.

logy Kharagpur, India

programme:- ICTACEM 2025 (P  
ramme:- December 15, 2025  
Joarder, Aerospace Enginee  
e Engineering (Co-Convenor)  
anizer Email-Id :- arnab@aer  
[in due course](#)

programme:- International Conf  
ramme:- December 17, 2025  
en Das, School of Medical Sc  
School of Medical Science an  
ce and Technology (Secreta  
nitoring), [Dr./Prof.] Sanchita  
na Halder, School of Medical  
anizer Email-Id :- radmed20

programme:- Short term course on Optical Infrared and THz Detector Technology (Programme ID:IIT/CEP/STC/SP/2025-2026/PH

Please Fill Up these Details

Select Applicant Category :

Faculty

Select Course /Registration Fee Type :

Faculty - Scientist - India [ INR 5000.00 ]

\*Paper IDs/Paper Title/Abstract Title & Short Description :

14

Enter NaN if you are not author of any accepted paper, enter paper ID (or IDs separated by comma) for your accepted papers, enter paper ID followed by PR if you are presenting the paper in the conference (e.g. 120PR).  
"For IEEE conferences, give only paper ID and paper title, e.g., 854: Channel Coding Rate in the Finite Blocklength Regime"

Upload Paper/Abstract File :

Choose file... Browse

PDF document only, size should be less than 1MB. Not required for IEEE conferences.

Close Next

Convenor), [Dr./Prof.] Arnab

Last date of online re

Med-2025 (Programme ID

of Medical Science and Te  
of Medical Science and Tec  
Technology (Treasurer), [D  
r./Prof.] Sayan Mukherjee, S  
i, Bioscience and Biotechno

Course SPONSORED

Show Details

Next

# Step 9: Click confirm in this page

[Home/Annex](#) [Home/Annex](#)

### Course Application

Please review your course application details then click on confirm to register.

#### Course Details

Course Title : International Conference on Recent Advances in Medical Science and Technology - RAIMed-2025

Course Duration : December 17, 2025 to December 18, 2025

Course Fee : Faculty [ INR 5000 ] Course Fees 5000

#### Photo and Signature

Photo

Signature

#### Personal Details

Full Name : Raj Kumar Mania      Nationality : India

Email : rajnykicmon@gmail.com      ID Card Type :

DOB : 12-04-1998      ID Card No. :

Mobile No : +91-9338201292      Marital Status :

Gender : M      Handicapped :

Occupation : FACULTY      Category :

#### Address Details

Address Line 1 :      Address Line 1 :

Line 2 :      Line 2 :

Line 3 :      Line 3 :

City :      City :

State :      State :

Pin :      Pin :

#### Academic Details

#	Standard	Degree Name	Board/University	Passing Year	Marks Obtained	Total Marks	Subjects
1	10th				0.0	0.0	
2	12th				0.0	0.0	
3	Bachelors				0.0	0.0	
4	Masters				0.0	0.0	
5	Others				0.0	0.0	
6	Others1				0.0	0.0	

#### Experience Details

#	Org	Place	From	To	Designation	Responsibility
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#### Upload/Uploaded Documents :

Academic Details : Not Required

Experience Details : Not Required

[← Back](#) [Confirm](#)



**Step 10:** You are now registered on the portal; however, the registration for TransMATTER is only **partially complete**. A **payment link will be sent to you via email within one working day**. Please wait for the email. Your registration will be finalized only after successful payment.

[Download Application](#) [Payment History](#) Application Status : Registered, Registration Confirmation in Process

**Conference** [Show Details](#) Last date of online registration: September 6, 2026

Name of the Programme:- International Conference on Translational Materials and Tissue Engineering in Regenerative Medicine -- TransMatTER-2026 (Programme ID:IIT/CEP/CON/CON/2025-2026/MM/184)

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Programme Organizer Email-Id :- [sdhara@smst.iitkgp.ac.in](mailto:sdhara@smst.iitkgp.ac.in)

**REGISTERED** Programme Fee Type : Faculty

**Step 11:** You will receive an email similar to the one below. Please log in again to the CEP portal.

## CEP, IIT Kharagpur

Dear [REDACTED]

Your registration for the program **International Conference on Translational Materials and Tissue Engineering In Regenerative Medicine TransMatTER-2026 (Programme ID:IIT/CEP/CON/CON/2025-2026/MM/184)** commencing from **September 5, 2026** is partially completed. Your registration will be finalized only after successful payment **(as applicable)**.

Please login to the CEP portal <https://erp.iitkgp.ac.in/CEP/courses.htm> and make payment **(as applicable)** for the same at the earliest.

For any registration related issue, please contact **([transmatter2026@gmail.com](mailto:transmatter2026@gmail.com))**

For any program related query (like accommodation, program fee, registration fee, ticket booking information etc. if applicable) you have to contact with program organizer.

For any technical or system related query you may drop mail to [cep\\_erp@iitkgp.ac.in](mailto:cep_erp@iitkgp.ac.in)

With Regards,  
Program Registration Committee,  
IIT Kharagpur, Kharagpur, West Bengal, India

## Step 12: To pay the registration fee, click **PAY COURSE FEE**.

Download Application Payment History Upload Full Paper Application Status : Registration Confirmed, Pending for Payment

Conference Show Details Last date of online registration: September 6, 2026

Name of the Programme:- International Conference on Translational Materials and Tissue Engineering in Regenerative Medicine -- TransMatTER-2026 (Programme ID:IIT/CEP/CON/CON/2025-2026/MM/184)

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Programme Organizer Email-Id :- sdhara@smst.iitkgp.ac.in

REGISTERED Programme Fee Type : Faculty

**PAY COURSE FEE**

Pay course fee

## Step 13: Click proceed & payment.

CEP Demand Generation

<b>*01.Currency:</b>	<b>*02.Fee Payment Amount:</b>	<b>03.Remarks(if any):</b>
INR	5000	Remarks(if any)

Proceed & Payment

Close

Proceed & payment

# Step 14: Click Proceed.



## IITKGP Payment Gateway

### Payment Details

IITKGP Reference No	CEPCON-202546052-1-101
Type	CEP Related Fees Payment
Initiated By	Raj Kumr
Amount	5000.0
Currency	INR

### Other Details

email rajj

Proceed

Cancel Payment



Proceed

# Step 15: Use any of the following payment method.



As per instructions from CBDT, we are migrating SBI Payment gateway from existing OLTAS Income Tax Payment functionality(maintained by NSDL) to

## Welcome to SBlePay Lite

(formerly SBMOPS)

Best Practices to be followed for e-Commerce transaction:

- ✔ Account should have sufficient balance
- ✔ e-Commerce flag should be enabled for Debit / Credit Card
- ✔ Correct Card No, CVV, expiry date to be entered
- ✔ Valid OTP to be entered
- ✔ Ensure to complete the payment transaction well within time limit

### Net Banking



**SBI Net Banking**  
Bank Charges(₹): 0.0



**Other Bank Net Banking**  
Bank Charges(₹): 15.0



### Card Payment



**State Bank Debit Cards**  
Bank Charges(₹): 0.0



**Other Bank Debit Cards**



**Credit Cards**  
Bank Charges(₹): 59.0



### Other Payment Modes



**UPI**  
Bank Charges(₹): 0.0



**NEFT/RTGS**  
Bank Charges(₹): 15.0



**SBI Branch**  
Cash and Cheque  
Bank Charges(₹): 59.0

