



NATIONAL INSTITUTE OF TECHNOLOGY
TIRUCHIRAPPALLI - 620 015, TAMIL NADU, INDIA
Office of the Dean (Academic)

Fax : 0431-2500133
Phone : 2503918

Ref: DAP/Convocation – 2015 /2

Jan 28, 2015

CIRCULAR

UG & PG Students (**belonging to previous batches of 2015**) and MS & PhD scholars, expecting to graduate in the academic year 2014-15 are requested to pay the convocation fee and fill the application from <http://www.nitt.edu/prm/nitreg/Convocation.aspx>. Printout of the convocation form along with the proof for payment of fee (counterfoil of SBI challan / DD) is to be submitted / sent to

Dr. K. Dhanalakshmi

Associate Dean (Academic)

National Institute of Technology, Tiruchirappalli – 620 015

The fee for CONVOCATION 2015 is Rs. 1000/-.

- Students available in the campus can remit the fee in the SBI counter.
- Students available out of NITT campus can draw a DD in favour of 'The Director, National Institute of Technology Tiruchirappalli' payable at Tiruchirappalli towards the fee.

M.S. and Ph.D. scholars graduating during this academic year can register as and when they successfully complete their viva-voce, before the CONVOCATION 2015.

- **All the students are requested to verify their Name & DoB (according to X standard records) and Nationality from MIS for preparation of the final academic records.**
- **The B.Tech. students who have paid the convocation fee during 2013 are requested to pay an additional amount of Rs. 350/- alone while registering for CONVOCATION 2015.**

A photo session is arranged in the institute between 27 Jan. and 10 Feb. 2015 (in Hall No. 117, Lecture Hall Complex), for the graduating students. Students who may not be able to attend it are requested to take a recent photo according to the following specifications and guidelines and send to degree@nitt.edu.

1. The photograph must be in color and must be taken in a professional studio.
2. Photograph taken using a Mobile phone and other self-composed portraits are NOT acceptable.
3. Photograph must be taken in a WHITE background.
4. The photograph must have been taken after 1st Jan. 2015.
5. In the photograph, the height between the neck and the top of the forehead should occupy about 50% of the height of the photograph.
6. It is mandatory for the boys to wear formal shirt and for the girls to wear cotton Salwar with 'V' shaped dupatta.
7. The main features of the face must not be covered by hair of the head, any cloth or any shadow. The photograph must show full frontal view with both ears being visible and eyes open.
8. Ask your photo studio to provide the image in a JPEG format with a minimum resolution of 1920x1280.
9. The file name should be your 'Roll number'.
10. The file size should not exceed 1MB.

Dean (Academic)