Dear Alumnus,

This is to inform you that the XI Convocation (2015) is scheduled on August 1, 2015 (Saturday) from 2:00 to 5:00 pm.

Chief Guest:

Shri. R. Chandrasekaran, Group Chief Executive, Cognizant Technology Solutions India Pvt. Ltd. and Immediate Past Chairman, NASSCOM.

Venue: Convention Hall

❖ **Registration to attend the CONVOCATION 2015 (in person or in absentia)**

Every graduand of the year 2015 must register online on or before 25.7.2015 in our website http://www.nitt.edu/prm/nitreg/Convocationatt.aspx to receive the degree.

If any change is to be made after registration, inform your requirement to mis@nitt.edu

The degrees will be despatched by India post immediately after convocation to the candidates who are registering to receive in-absentia.

*The degrees will NOT be issued to PG and Ph.D. students if the copy of the previous academic degree has **not** been produced with the application for convocation.*

❖ **Application for CONVOCATION 2015**
(This is ONLY for the graduands who have NOT submitted the application previously)

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

The application form may be filled from http://www.nitt.edu/prm/nitreg/Convocation.aspx after payment of convocation fee (Rs.1000/-: to institute account from SBI NIT T (or) DD drawn in favour of 'The Director, National Institute of Technology, Tiruchirappalli–620 015) and submit (or) send the printed copy of the application to

Dr. K. Dhanalakshmi
Associate Dean (Academic)
National Institute of Technology, Tiruchirappalli – 620 015

The application should have the following enclosures:

1. Proof for payment of fee (counterfoil of SBI challan / DD).
2. Attested photostat copy of all the previous qualifying academic records.
3. Gazette record for name change (if applicable).

All the students are requested to verify their Name & DoB (according to X standard records), Nationality and PHOTO from MIS for preparation of the final academic records.

For graduands qualified for the degree during CONVOCATION 2015 and NOT belonging to the current batch of passing out students:

- **A recent photo according to the following specifications and guidelines is to be sent 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 April 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.

- **The B.Tech. students who have paid the convocation fee during 2013 are requested to pay an additional amount of Rs. 350/- while registering for CONVOCATION 2015.**
- **Any candidate who has already qualified for the degree and has not applied so far can also submit the application with the necessary documents.**

- Director