



**ACADEMIC OFFICE
NATIONAL INSTITUTE OF TECHNOLOGY
TIRUCHIRAPPALLI - 620 015, TAMIL NADU, INDIA**

Ref: AO/UG/DR/July-2025

18/07/2025

CIRCULAR

Sub: Deregistration of Elective Courses with V Grade – July 2025 – Reg.

Students of B.Tech. (2022 and 2023 batches) and B.Arch. (2021, 2022 and 2023 batches) programmes who have obtained '**V**' grade in an elective course (PE/OE/OC) during the January 2025 session or earlier are permitted (Optional) to apply for the deregistration of such courses, subject to the following:

- Only elective courses with '**V**' grade are permitted for deregistration. Elective courses with 'X' or 'F' grade are not permitted for deregistration.
- Minors and Honors courses with 'V' or 'F' or 'X' grade are not permitted for deregistration.
- Upon deregistration, students will become **ineligible** for the award of **First Class with Distinction and Honors degree**, irrespective of overall performance (CGPA).
- It is the student's responsibility to ensure that all academic credit and course requirements are met for the successful completion of the degree.
- Deregistered courses will be permanently removed from the academic transcript and will **not count** towards CGPA or credit requirements.
- Deregistration is **not reversible** once processed. Students are advised to consider the academic implications carefully and consult their Mentor Faculty before proceeding.
- The last date to submit the request for deregistration is **25.07.2025**. No requests will be entertained beyond this date under any circumstances.

Procedure for Deregistration of Elective Courses with V Grade:

1. **Download and complete** the attached Requisition Form for deregistration of elective courses with V grade.
2. Obtain the **signature** from the concerned course faculty and the **Head of the Department (HoD)**.
3. Pay a **fine of ₹250 per course** via *State Bank Collect* using the following steps:
 - Navigate to: SB Collect → Educational Institutions → NIT Trichy Institution Fees → Other Fees
 - Under *Remarks*, clearly mention: "**Deregistration of V-Grade Elective Courses**"
4. **Download and retain** a copy of the **payment receipt** (in pdf).
5. **Fill out the Google Form** <https://forms.gle/FJa5T4YWoDUUkzKm9> and upload the soft copies of the signed form and payment receipt **from 23.07.2025 to 25.07.2025**.
6. Submit the **hard copy** of the completed requisition form along with the payment receipt to the **UG Section** in the academic office **from 28.07.2025 to 29.07.2025**, during office hours.
7. Incomplete applications or those without proper approvals and valid payment receipt will not be processed.

Associate Dean Academic (UG)



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**REQUISITION FORM FOR DEREGISTRATION OF ELECTIVE COURSES (V – Grade)
(FOR STUDENTS)**

PERSONAL INFORMATION:

1.	Name	:	
2.	Roll Number	:	
3.	Department	:	
4.	Specialization (For PG)	:	
5.	Batch	:	
6.	Current Session & Year	:	January / July & 20__
7.	Contact Number	:	

ELECTIVE COURSES TO BE DEREGISTERED:

S. No.	Course Code	Course Title	Course Type (PE/OE/OC)	Session	Course Faculty Signature
1.					
2.					

SB Collect Fee Receipt Number _____ **Date of Payment** _____

Total Fees Paid: Rs. _____
(Rupees _____)

DECLARATION: I hereby declare that the deregistration of the above listed courses will render me ineligible for the award of ***First Class with Distinction and the Honors degree***. I fully understand that it is my sole responsibility to fulfill the required credit and course requirements for the successful completion of my degree program. Furthermore, I acknowledge that I will not be eligible to apply for Contact Courses for the deregistered courses in the future.

DATE:

SIGNATURE (STUDENT)

HEAD OF THE DEPARTMENT