



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

Ref: NITT/AO/MBA/July-2025

29.12.2025

**CIRCULAR**

**Sub:** Supplementary Examination for MBA (I and III) Students – July 2025 Session – Reg.

The Supplementary Examinations for MBA (I and III) students are scheduled to be held **from 16<sup>th</sup> January 2026 to 22<sup>nd</sup> January 2026**. Students who have received a grade of 'F' (Fail) or 'X' (Absent) in the regular assessments conducted during **July 2025 or earlier** are eligible to appear for the **Supplementary Examination / Reassessment**. Please note that all Supplementary Examinations will be conducted in OFFLINE mode only.

**a) Registration Procedure**

- Students are required to log in to the MIS portal <https://misreg.nitt.edu/NITTSTUDENT/> and complete the online registration process from **12<sup>th</sup> January 2026 to 13<sup>th</sup> January 2026**.
- Screenshots of the registration page for each course must be taken for record and submission.
- The prescribed examination fee must be remitted through SB Collect via the State Bank of India.
- Students must duly fill in the attached supplementary registration form.
- The MIS registration confirmation screenshots, SB Collect fee receipt, and the attached supplementary registration form must be merged into a single PDF file and submitted via e-mail to [examfees@nitt.edu](mailto:examfees@nitt.edu) **on or before 13<sup>th</sup> January 2026, 11.59 PM**.

**Mail should be sent ONLY from the student's NIT-T web mail ID. Supplementary registration requests will not be processed without online registration in MIS.**

**b) Faculty Allotment**

- The consolidated list of registered students will be forwarded to the respective departments after verification by the academic office.
- Faculty allotment will be carried out by the Heads of the respective Departments, and the details will be communicated to the students on **15<sup>th</sup> January 2026**. Students are instructed to contact the assigned faculty members immediately to ensure timely completion of all assessments. Faculty contact information is available at: <https://www.nitt.edu/home/academics/departments/faculty/>.
- Allotted faculty members are required to complete the entry of marks and assignment of grades in the MIS portal **on or before 23<sup>rd</sup> January 2026**.

**c) Weightage and minimum passing mark for Supplementary Examinations are as per the Institute rules and regulations.**

**d) Fees Particulars**

Particulars	Fees (Rs.)
Examination Fee per course	500
Mark Sheet	30

**Associate Dean (PG)**



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**REGISTRATION FORM / SUPPLEMENTARY EXAMINATION**

**PERSONAL INFORMATION:**

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

**LIST OF COURSES REGISTERED IN MIS:**

a) **Theory**

S. No.	Course Code	Course Title	Semester	Fees	SB Collect Fee Receipt Number
1.					
2.					
3.					
4.					
5.					
6.					
7.					

b) **Laboratory**

S. No.	Course Code	Course Title	Semester	Fees	SB Collect Fee Receipt Number
1.					
2.					
3.					
4.					

**TOTAL FEES PAID:** Rs. \_\_\_\_\_

(Rupees \_\_\_\_\_)

**DATE:**

**SIGNATURE OF THE STUDENT**