



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

Ref: NITT/AO/PG/SSE /Summer 2025

09.06.2025

CIRCULAR

Sub: Special Supplementary Examination for PG Final Year Students – Reg.

The Special Supplementary Examinations for final year Postgraduate students are scheduled from **17/06/2025 to 23/06/2025**. These examinations are only intended for passing out students belonging to the **2023 batch of M.Tech. / M.Arch. / M.Sc. / MBA/ MA and 2022 batch of MCA**, and **earlier batches**, who have been awarded a grade of '**F**' (Fail) or '**X**' (Absent) in the regular assessments conducted in **January 2025 or earlier**. Please note that the Special 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 between **10.06.2025 and 11.06.2025**.
- 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 Personal Information Form.
- The MIS registration confirmation screenshots, SB Collect fee receipt, and the Personal Information Form must be merged into a single PDF file and submitted via e-mail to examfees@nitt.edu on or before **11.06.2025, 11:59 PM**.

Mail should be sent ONLY from the student's NIT-T webmail ID. Special Supplementary registration requests will not be processed without online registration in MIS. If a student neglects MIS registration, despite fee payment, they are required to forfeit the fees already paid and re-register for the subsequent semester Reassessment by making the payment again.

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 **13th June 2025**. 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 **26th June 2025**.

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 (Academic) / PG

To

The Director, for kind information
All Head of Departments with a request to circulate among all faculty



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REGISTRATION FORM / SUPPLEMENTARY EXAMINATION

PERSONAL INFORMATION:

1.	Name	:	
2.	Roll number	:	
3.	Department	:	
4.	Specialization (For PG)	:	
5.	Batch	:	
6.	Contact Number	:	

LIST OF COURSES REGISTERED IN MIS

a) Theory

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

b) Laboratory

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

Total Fees Paid: Rs. _____

(Rupees _____)

DATE:

SIGNATURE OF THE STUDENT