



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

18<sup>th</sup> CONVOCATION  
SATURDAY, 6<sup>th</sup> August 2022

Dear Graduands,

The 18<sup>th</sup> convocation of the institute will be held on Saturday, the 6<sup>th</sup> August, 2022 at 9:30 a.m. at the Golden Jubilee Convention Hall.

The Director, Faculty, Staff and Students, take a great pleasure in cordially inviting you for the Convocation 2022.

**Shri. Shyam Srinivasan, CEO and MD, Federal Bank Ltd.**, has kindly consented to be the Chief Guest and deliver the Convocation Address.

**Brief biography of our Honourable Chief Guest**



Shri. Shyam Srinivasan took charge as the Managing Director & CEO of Federal Bank on 23rd September 2010. He joined Federal Bank, equipped with the experience of leading multinational banks in India, Middle East and South East Asia, where he gained significant expertise in retail lending, wealth management and SME banking.

**Shri. Shyam Srinivasan is a proud alumnus of the 1984 batch of NIT, Tiruchirappalli from the Department of Production Engineering.** He did his MBA from the Indian Institute of Management (IIM) Calcutta. He is a recipient of Distinguished Alumnus Awards from both NIT, Tiruchirappalli and IIM Calcutta. He has

completed a Leadership Development Program from the London Business School and has served on the Global Executive Forum (the top 100 executives) of Standard Chartered Bank from 2004 to 2010.

At Federal Bank, he has been instrumental in implementing various path-breaking initiatives which include : Increasing the presence and visibility of the Bank to a national level; creating an inherent capability within the Bank to reinvent and re-implement processes - especially the customer-critical ones, initiating the Total Quality Management Journey of the Bank, focusing on under-writing quality at every stage right from credit selection, incubating the human resource potential of the Bank and so on. He continues his mission to create a culture of Ethics and Excellence in the Bank, which he so believes in.

He has been conferred the following awards and recognitions in the recent past:

- Business Standard Banker of the Year 2020
- India's top 50 Best Leaders in times of Crises 2021' by the Great Place to Work Institute
- The Greatest Corporate Leaders of India Award given away by the World HRD Congress

## IMPORTANT INSTRUCTIONS TO THE GRADUANDS

Graduands attending convocation are requested to plan their travel so as to be available in the convocation hall on 6<sup>th</sup> August 2022 at 8.45 a.m. because the convocation event will begin at 9.30 a.m. sharp and ends by around 1.30 p.m.

**The candidates who are qualified for the award of Degree during the convocation 2022 are hereby informed to follow the instructions given below:**

### **1. Prior to Convocation**

#### **a) Clearance of institute dues, if any**

- The students who have dues in the Institute fee / CSG / Hostel / Library should clear the dues before the convocation, to **be eligible to receive** the degree on the day of convocation. The students who still have the dues can clear / pay the same and send the scanned copy of the proof/ receipt to [nodues@nitt.edu](mailto:nodues@nitt.edu) on or before 31.07.2022 **positively**.
- The post graduate students (M.Tech., M.Arch., M.Sc., M.C.A., M.B.A., M.A., M.S. (by Research) and Ph.D.) shall ensure that they have submitted a copy of their previous academic certificates (UG and PG) to the academic office, N.I.T. Tiruchirappalli to be eligible to receive the degree on the day of convocation. Those who have not submitted the same so far shall send scanned copy of the document(s) to [pgsection@nitt.edu](mailto:pgsection@nitt.edu) on or before 20.07.2022 **without fail**.
- **NOTE: Ph.D. Scholars who have joined before 2019 have to pay convocation fee of Rs.1000/- through SBI-Collect (under other fees) and upload in the google form itself.**

#### **b) Online Registration (mandatory for all eligible candidates)**

- i. It is essential to fill the **online registration** form and clearly indicate whether you plan to receive the **DEGREE IN-PERSON or DEGREE IN-ABSENTIA**.
- ii. It is essential to mention your permanent postal address in the online registration form, if you wish to receive the **DEGREE IN-ABSENTIA**.
- iii. For online registration, click the following link using Mozilla Firefox: (2015 admitted batch onwards)  
<https://misreg.nitt.edu/CONVOCATION>
- iv. For online registration M.S. (by research) and Ph.D. graduands, click the following link using Mozilla Firefox:

<https://forms.gle/Qw1v3FBui9BqFfwq9>

#### **Please note:**

If any problem is encountered during online registration, please send a mail to: [travi@nitt.edu](mailto:travi@nitt.edu) (B.Tech., B.Arch., M.Tech., M.Arch., M.C.A., M.B.A., M.Sc., M.A., M.S. (by Research) and Ph.D. Graduands)

**The last date for online registration is 29.07.2022**

**E-mail / hard copy registration will not be entertained.**

## 2. On the day of the Convocation

### a) On Campus Registration (**Mandatory**):

- All the graduands attending the convocation must compulsorily register on campus during the Convocation.
- After completing the registration on campus, the graduands will be issued a registration kit containing the official invitation, token for **convocation stole** (one per registered graduand), entry pass for guest(s) and food coupons (Breakfast and Lunch).
- Breakfast and lunch for the graduands is complimentary. Also, for accompanying guests, complementary lunch is arranged. The details of location (the name of mess) will be indicated at the time of on campus registration.
- **The Convocation booklets will be distributed inside the Golden Jubilee Convention Hall (convocation hall).**

#### Schedule for on campus registration

Venue	Orion Building, NIT, Tiruchirappalli
Date and time	05.08.2022 ; 06.00 p.m. – 10.30 p.m.
	06.08.2022 ; 06.00 a.m. – 07.30 a.m.

#### Please note:

On campus registration counter closes at 7.30 a.m. sharp on 06.08.2022 and there will be no late registration. Those who have not completed '**on campus registration**' neither be eligible to enter the convocation hall nor can they receive the degree on the day of the convocation.

- A maximum of **two guests** per registered (**on campus**) graduand shall be permitted. **However, allowing the guests on the day of convocation hall depends on the COVID pandemic situation at that time and will be based on government instructions and norms.**
- Those who reach after 7:30 a.m. on 06.08.2022 will not be able to receive the degree certificate on the convocation day.
- **As a precautionary measure thermal scanning will be done for all graduands and guests entering the campus and convocation hall. All the required to follow SOP of the institute.**

### b) Dress Code for attending convocation:

The graduands are requested to wear traditional attire in **white colour** befitting the Convocation ceremony and make arrangements for the convocation dress on their own. Entry into the convocation hall is strictly for those complying with the stipulated dress code. As part of the ceremony, **convocation stole** is to be worn on top of the dress. **The convocation stole will be provided by the Institute during the On-Campus Registration.**

### Graduands (Male):

- Shirt / Kurta (full sleeves with length till the knees) and Pyjama

### Graduands (Female):

- Chudidar (or salwar) and Kurta (full or 3/4<sup>th</sup> sleeves with length till the knees)
- Saree (with self-design) and blouse (with sleeves may be printed)

### Footwear:

- Formal shoes or sandals only. Please do not wear casual or bathroom slippers.

### c) Brief details of programme:

The convocation session will be held from 9.30 a.m. to 1.30 p.m. in the Golden Jubilee Convention Hall (GJCH). All the graduating students are requested to be seated before 8.45 a.m. This session involves conferment of degrees, award of medals, distribution of degree certificates to the graduating students by the Director, pledge taking by the graduates followed by felicitations.

## I. Programme Schedule (Tentative)

Time	Event
08:45 AM	Entry to Golden Jubilee Convention Hall Closes
09:25 AM	Academic procession arrives at the Convocation Hall
09:30 AM	Invocation
09:33 AM	Declaration of opening of the Convocation by the Chairperson, Board of Governors
09:34 AM	Welcome address and Report by the Director
09:50 AM	Address by the Chairperson, Board of Governors
10:05 AM	Convocation Address by the Chief Guest
10:20 AM	Award of Degree certificates to graduands
12:50 PM	Award of Medals and Certificates to the Graduates
01:10 PM	Pledge by the New Graduates
01:15 PM	Declaration of closing of the Convocation by the Chairperson, Board of Governors
01:20 PM	National Anthem
01:25 PM	Academic procession leaves the Convocation Hall

## II. Seating in the Golden Jubilee Convention Hall

- **Having completed the 'On campus registration', the graduands shall go through the Registration kit which will contain tokens for stole, meal coupons and information about the day's programme.**
- The entry gates to the **Golden Jubilee Convention Hall** open at 08.00 a.m. and close at 8.45 a.m. Please comply with the convocation dress code including the stole before entering the convocation hall.
- Entry passes will be issued to the guests of 'on campus' registrants. Possession of entry pass is mandatory to occupy a seat in the convocation hall. Maximum of **two guests (entry subject to Covid situation at the time of convocation)** are allowed per registered graduand.
- Selected seating areas inside the hall are designated for the parents/guests. Adequate signage and placards will be available in key locations for guidance.
- When the academic procession enters the convocation hall, the audience shall

rise and remain standing at their respective seats, until the end of invocation song.

- **The convocation being a solemn function, everyone is requested to observe the protocol. Once seated, movement into or out of the convocation hall will be restricted until the conclusion of the convocation.**
- It is mandatory that the decorum of the solemn occasion of convocation is maintained by all until the academic procession leaves the convocation hall.
- Please note that children below 12 years are not allowed into the convocation hall.
- A special arrangement (waiting hall with live streaming of the function) is made in Orion for the benefit of children below 12 years (not allowed inside the convocation hall) and other accompanying guests.
- **Those who do not complete the on-campus registration can receive the degree certificate only after the convocation.**

### III. Award of Medals and Certificates:

- Department wise, the degrees shall be conferred upon the graduands by the Director, as the Head of the Department announces the eligibility list. **As the name of each programme is called out by the Head of the Department, the respective graduand shall rise briefly to be hailed by the congregation.**
- As the names of medal winners are called out, they shall proceed, one by one, to the dais in a line.
- The procedure mentioned below must be followed while receiving the medal:
  - Walk on to the stage from the left side.
    - As you approach the center stage, please bow slightly as a mark of respect to the Chief Guest, Director, Senators and other dignitaries.
    - While receiving the Medal from the Chief Guest, look towards the camera to freeze your moment of glory in a clear picture.
    - After receiving the medal and certificate, please walk down from the right side to return to your seat.
    - Please avoid handshake while receiving the medal.
- The recipient of the President's Gold Medal shall read the pledge, and all the other graduates shall stand up and take the oath by reciting the same.
- **Graduands remain silent at all times, until the academic procession leaves the convocation hall.**
- The audience shall remain standing while the academic procession leaves the Hall.

### IV. Distribution of Degrees

- **Graduands will receive their degree certificates in person from the Director on the dais.**
- **The director will offer felicitations to the new graduates on their accomplishments.**
- Degrees will be awarded to all the registrants (on campus registration) in the alphabetical order of department's name. Further, within a department, the sequence to be followed for various programmes is Ph.D., MS (by Research), M.Tech., M.B.A., M.C.A., M.A., M.Sc. and B.Tech./ B.Arch.
- As the names of degree recipients are called out, they shall proceed, one by one, to the dais in a line following the specified order (Ph.D., MS, M.Tech., M.C.A., M.A., M.Sc. and B.Tech. / B.Arch.).

- The procedure mentioned below must be followed while receiving the degree:
  - Walk on to the stage from the left side
  - As you approach the center stage, please bow slightly as a mark of respect to the director and other dignitaries.
  - While receiving the degree from Director, look towards the camera; to freeze your moment of glory in a clear picture.
  - After receiving the degree, please walk down from the right side to return to your seat.
  - Please avoid handshake while receiving the degree.

**Detailed programme schedule to be notified soon. Please check the institute web site ([www.nitt.edu](http://www.nitt.edu)) for updates regarding the Convocation 2022.**

### **Important Dates and timings**

<b>Online registration commences on</b>	<b>14.07.2022</b>
<b>Online registration will be closed on</b>	<b>29.07.2022 @ 05.00 p.m.</b>
<b>On campus registration</b>	<b>05.08.2022; 06.00 p.m. – 10.30 p.m. 06.08.2022; 06.00 a.m. – 07.30 a.m.</b>
<b>On campus registration closes</b>	<b>06.08.2022; 07.30 a.m. sharp</b>

### **Contact Details:**

Dean (Academic)

National Institute of Technology Tiruchirappalli

Tamil Nadu - 620 015, India.

Telephone : +91 (431) 250 3013, 3012 (UG), 3910 (PG), 3011 (MS/Ph.D)

Fax : +91 (431) 250 0133 (O/o Director)

### **For only certificate related queries, please contact:**

B.Tech. / B.Arch.	:	<a href="mailto:ugsection@nitt.edu">ugsection@nitt.edu</a>
M.Tech. / M.Arch. / M.Sc. / MCA / MA / MBA	:	<a href="mailto:pgsection@nitt.edu">pgsection@nitt.edu</a>
MS / Ph.D.		<a href="mailto:phdsection@nitt.edu">phdsection@nitt.edu</a>
Fees		<a href="mailto:nodues@nitt.edu">nodues@nitt.edu</a>
Medal Winners		<a href="mailto:degree@nitt.edu">degree@nitt.edu</a>