

Sample Call Letter

This is to inform you that you (Application No: CE-XXX) have been shortlisted for interview in XXX specialization. The interview will be conducted on Day, May X, 2017. You must report to CE Dept. (Faculty Building, 3rd Floor) by 9AM. **You must bring the following documents when you arrive for the interview:**

- (1) A printout of the call letter (which you will receive by email)
- (2) A government issued identity card containing your photo (in original, photo copies are not accepted), and
- (3) All the original certificates/mark-sheets, including GATE score card as applicable for verification.
- (4) Further, the SC, ST and OBC NCL candidates must bring the original caste certificate (including non-creamy layer status for OBC candidates) issued by a competent authority. In the case of persons with disability (PD), a disability certificate issued by a Government Medical Board must be produced for verification.

How to reach IIT Kanpur: IIT Kanpur is located off the Grand Trunk Road near Kalyanpur, about 16 km west of Kanpur city.

From Kanpur Central Railway Station (CNB): IIT Kanpur is located at a distance of about 16 km from the Kanpur Central Railway Station. It is possible to hire taxi (between Rs. 350/- and 450/-, depending on the vehicle used) and auto rickshaw (about Rs. 250 -300/-) from the station to reach IITK Campus. Remember to exit through Platform No. 1 to hire a taxi/auto rickshaw. Further, **IITK buses are available on weekdays from the station** (outside Platform No. 1). Institute bus schedule can be seen at: <http://www.iitk.ac.in/new/bus-schedule>

From Lucknow Airport (LKO): Lucknow airport is located about 80 km from IIT Kanpur. You can hire pre-paid taxis at the airport. It takes about two hours to drive from Lucknow airport to IITK campus.

Accommodation: Arrangements will be made to provide accommodation in a **Hall of Residence** on a nominal payment (about Rs. 150 per day). There may be some nominal miscellaneous charges and caution deposit in addition to the room rent. **Remember to bring your own bedding. Bedding/mattress will not be provided by the Hall.**

Please **visit CE website frequently for updates**. The contact information of the student volunteers will be uploaded soon to help you with your smooth arrival at the campus.

You will be reimbursed second-class railway fare by the shortest route for the journey, if you join our PG program in July 2017. All SC/ST category candidates called for interview will be reimbursed when they report for the interview. This payment would require information regarding the ticket numbers.

If you have any questions, please contact Convener, DPGC at dpgcce@iitk.ac.in or CE office at vishwa@iitk.ac.in or 0512-259 7631.