

**INDIAN INSTITUTE OF TECHNOLOGY KANPUR
ACADEMIC SECTION**

No.A(P)Convocation/2009/IITK/
April 06, 2009

Prof. Sanjay Mittal
Dean of Academic Affairs
IIT Kanpur

To:

Dear Alumnus,


This is to inform you that the Convocation of this year will be held on **30th May 2009**. A full-scale rehearsal of the function will be held a day earlier as per past practice. I extend to you our most cordial invitation to attend the Convocation and to receive your degree in person. I hope that you will make it convenient to be present on the occasion. I wish to emphasize that you must reach the campus well in advance for the occasion so that you are able to participate in the rehearsal held a day before.

In case you do not participate in the rehearsal, I am afraid; it may not be possible for us to entertain your request for inclusion of your name for receiving the degree in person. Kindly fill in the enclosed Proforma and return it so as to reach us **latest by the 20th May 2009**.

Please ensure that you have obtained and submitted to this office a **"No Dues Certificate"** from all Sections concerned. Postgraduate students must also ensure that they have submitted the soft copy of the thesis to the Postgraduate Office. **Unless a clearance to this effect is produced**, it will not be possible to allow you to receive the degree in person.

The Convocation gown will be made available to you **free of charge**.

With best wishes,


(Sanjay Mittal)

Encl: As above.

INDIAN INSTITUTE OF TECHNOLOGY KANPUR
ACADEMIC SECTION
XLI CONVOCATION-2009

1. (i) Name in English _____
[*as per Last Qual .Exam. Certificate
submitted to **P.G. Office / U.G. Office**]
- (ii) Name in Hindi ** _____
2. Roll No.: _____ 3. Department: _____
4. Programme of Study: **B.Tech. / B.Tech.-M.Tech.(Dual) / M.Sc.(Integ.) / M.Sc.(2-Yr.) / M.Tech. / M.Des. / MBA / Ph.D.**
5. Current Mailing Address: _____

Pin Code _____ email-id _____ Phone _____

6. Tick the **Box** (es) applicable to you:

I shall attend the Convocation and receive the diploma in person. A Bank Draft No. _____ dated _____ for **Rs.100/-** drawn in favour of **Registrar, IIT Kanpur** payable at Kanpur is enclosed as fee for receiving the degree in person.

I shall not be able to attend the Convocation. A Bank Draft No. _____ dated _____ for **Rs. 200/-** drawn in favour of the **Registrar, IIT Kanpur** payable at Kanpur is enclosed as fee for conferring the degree in absentia.

Date _____

[Signature]

* **If there is any variation in the name, you must write separately (through SPEED POST) duly supported by a copy of the last degree/ Certificate.**

** **The degree will be awarded in bilingual form both in Hindi & English. The change of name in Hindi should not be made unless you are sure of its corrections.**

*** **For information regarding accommodation please contact to DOSA Office Phone No. 2597292, 2597249**

Please mail to:
(VIA SPEED POST)

Dean of Academic Affairs
Room No. 276, Faculty Building
Indian Institute of Technology Kanpur
KANPUR- 208 016 U.P. (India)

PS: Please ensure that you have cleared all the Institute dues and deposited the clearance certificate in Academic Section. Postgraduate students must also ensure that the soft copy of thesis is deposited in PG Office.

- For any type of queries related to B.Tech. / B.Tech.-M.Tech.(Dual) / M.Sc.(Integ.) / M.Sc.(2-Yr.) please contact **Mr. K K Tewari** (UG Office) at kktewari@iitk.ac.in and at 0512-2597669
- For any type of queries related to M.Tech./M.Des./MBA/PhD please contact **Mr. D K Srivastava / Mr. K Dey** (PG Office) at dksriv@iitk.ac.in and kdey@iitk.ac.in at 0512-2597199