

**Indian Institute of Technology Kanpur
Academic Section**

April 21, 2014

**Prof. Dheeraj Sanghi
Dean of Academic Affairs
IIT Kanpur**

Dear Alumnus,

This is to inform you that the XLVI Convocation will be held on Wednesday, **June 18, 2014**. A full-scale rehearsal of the function will be held on a day earlier (i.e. June 17, 2014) 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 Performa and return it so as to reach us **latest by Wednesday, June 4, 2014**.

Please ensure that you have obtained and submitted to this office a **“No Dues Certificate”** from all sections concerned. **Unless a clearance to this effect is produced**, it will not be possible to allow you to receive the degree in person.

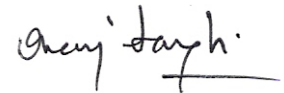
The Convocation gown will be made available to you free of charge.

The Convocation fee is as follows:

a)	If you are willing to attend the Convocation and your consent reaches us on or before June 4, 2014	₹ 1100.00
b)	If you are not willing to attend the Convocation and your consent reaches us on or before June 4, 2014	₹ 1000.00
c)	If your consent reaches us after June 4, 2014 irrespective of that you are willing or not willing to attend the convocation	₹ 2000.00

If you are sending your consent by post, it is your responsibility to ensure that the consent form and bank draft is delivered before the deadline.

With best wishes,


(Dheeraj Sanghi)

Encl: As above

Indian Institute of Technology Kanpur

Academic Section

Consent Form for Attending/ Not-attending the XLVI Convocation

CONVOCATION DATE: JUNE 18, 2014

1. Roll No. _____ Department: _____
2. Programme of study: **UG:** B.Tech/ B.Tech.-M.Tech.(Dual)/ M.Sc.(Integ.)/ M.Sc. (2-Yr)
PG: M.Tech./ M.Des./ MBA/ Ph.D.
3. Academic Programme completed on date: _____ 4. NO-DUES Cleared: **YES/ NO**
5. Name of the Student (in English) _____
(*as per last qualified exam certificate submitted in DOAA office)
6. Name of the Student (in Hindi)** _____
7. Current Postal Address: _____
Pin Code: _____ email id: _____ Mobile No. _____
8. Tick one of the following boxes applicable to you:

YES, I shall attend the Convocation and receive the Degree in person.

A Bank Draft#/ IITK Cash Challan No. _____ dated _____
for ₹1100/- is enclosed herewith as fee for receiving the Degree in person.
(if you are opting to attend the XLVI Convocation in person, you will compulsorily have to attend the Convocation rehearsal scheduled on June 17, 2014.)

NO, I shall not be able to attend the Convocation.

A Bank Draft#/ IITK Cash Challan No. _____ dated _____
for ₹1000/- is enclosed herewith as fee for conferring the Degree in absentia.

(*Bank Draft should be drawn in favor of "The Registrar, IIT Kanpur" payable at "Kanpur")

Date: ____/____/2014

Signature of the Student

* 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 correction.

If you are unable to submit this form in DOAA office in person, you may post it (along with Bank Draft and other enclosures, if any) thru SPEED POST at the following address so as to reach us **latest by June 4, 2014**.

The Dean of Academic Affairs
Academic Affairs Building
Indian Institute of Technology Kanpur
Kanpur, 208 016, Uttar Pradesh (INDIA)

PS: Please ensure that you have cleared all the Institute dues and deposited the NO-DUES certificate in Academic Section.

- For any type of queries related to B.Tech./ B.Tech.-M.Tech.(Dual)/ M.Sc.(integ.)/ M.Sc.(2-Yr), please contact Mr. P K Saini/ Mr. S K Shah (UG Office) at psaini@iitk.ac.in and skshah@iitk.ac.in or call at +91-512-259-7669.
- For any type of queries related to M.Tech./ M.Des./ MBA/ Ph.D., please contact Mr. D K Srivastava/ Mr. K Dey (PG Office) at dkriv@iitk.ac.in and kdey@iitk.ac.in or call at +91-512-259-7199.