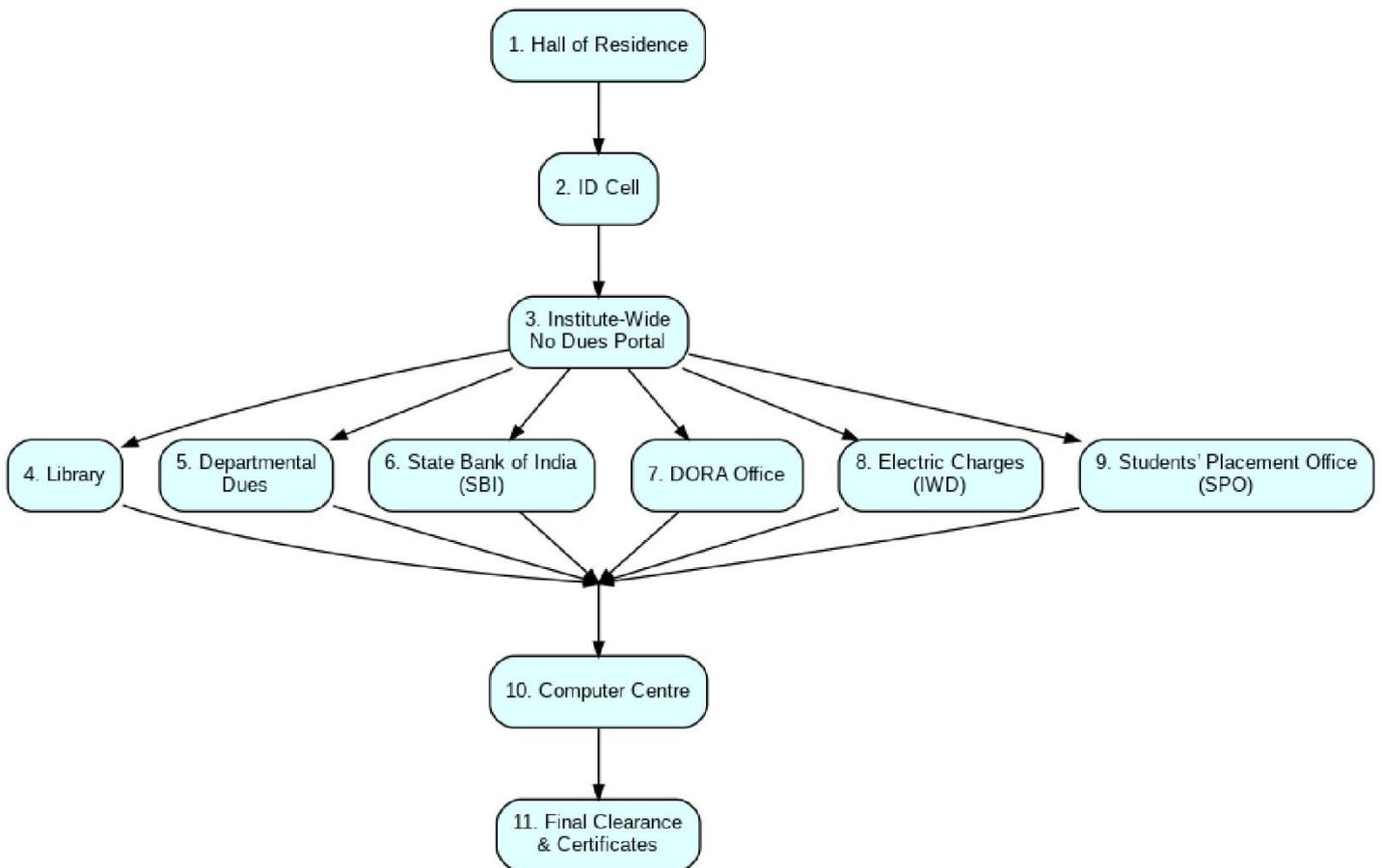


No Dues Formalities – IIT Kanpur (Graduating Students)



1. Hall of Residence

- Visit your **Hall Office** to collect the **No Dues form** (start ~1 week before leaving hostel).
- Get clearance from:
 - Local shop owners
 - Canteen/mess
 - Other service providers
- Submit the completed form back to the Hall Office.
- If you've already left campus, email your Hall Office with details to clear dues manually.

2. ID Cell

- Submit your **Medical Booklet** and **ID Card** to the ID Cell.
- Email the payment receipt to **sksriv@iitk.ac.in**.

3. Institute-Wide No Dues Portal

- Log in to <https://oars.iitk.ac.in/noduesiitk/> using your **CC User ID**.
- Use **desktop mode** for full functionality.
- Some dues are cleared automatically; others require manual follow-up.

4. Library

- Submit your final thesis to the **ETD Repository** after defense and modifications.
- Follow the **Thesis Submission Guidelines**:
 - Get certificate page signed by supervisor.
 - Get DOAA stamp on certificate.
 - Insert signed/stamped certificate into thesis PDF.
 - Generate **MD5** and **SHA256** hash values.
 - Fill and sign the **Thesis Authentication Form**.
 - Rename files as per guidelines.
 - Upload abstract, thesis, and authentication form to **DSpace**.
- Library dues are cleared in **2–3 working days**.

5. Departmental Dues

- Fill the **Department No Dues Form** (varies by department).
- Get it signed by your **supervisor**.
- Submit to **DPGC** or designated department staff.

6. State Bank of India (SBI)

- Email **sbi.01161@sbi.co.in** with:
 - Roll number
 - Account number (if applicable)
 - Request for dues clearance

7. DORA Office

- After initiating No Dues on the portal, fill the form sent by **DORA Office**.
- Dues are cleared in **2–3 working days**.

8. Electric Charges (IWD)

- After Hall dues are cleared, email **courses@iitk.ac.in** to request clearance.

9. Students' Placement Office (SPO)

- If no email received from SPO:
 - Write to **spooffice@iitk.ac.in** requesting dues clearance.
 - Fill and return the form they send.

10. Computer Centre

- Dues are cleared **automatically** after all other sections are cleared.

11. Final Clearance & Certificates

- Receive a **“Dues Cleared” email** once all sections are processed.
- Apply for **PDC** or **Transcript** if needed.
- Receive a separate email with the **No Dues Certificate** (stamped by DOAA).

For any queries regarding NO-DUES please contact:

- **Email:** courses@iitk.ac.in
- **Ph:** +91-512-259-7020