



Indian Institute of Technology Indore

Khandwa Road, Simrol, Indore – 453552
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https://academic.iiti.ac.in/prospective_students.php

Academic Year 2019-20

Detailed Schedule of Orientation and Registration Program and Important activities for New PG and PhD Students

How to Reach IIT Indore:			
IIT Indore is located at Simrol on Indore–Khandwa Road at a distance of 35 kms. from the Airport, 27 kms. from the Indore Railway Station and 22 kms. from Navlakha Bus Stand at Indore. The destination can be reached by City Buses regularly plying at an interval of 30 minutes from Bhawarkuan Square or may hire cab/ taxi.			
Activity	Date & Time	Venue	Contact Persons
Reporting at Hall of Residence (Hostel) office.	July 22, 2019 (Monday) Throughout the day	Hall of Residence (Hostel) office. IIT Indore campus.	Hall of Residence Office (Hostel): Mr. Digant Karve (hostel@iiti.ac.in) – 0731-2438700 Ext. 583 Ms. Shrishti Sharma 0731-2438700 Ext. 583 Chief Warden (chiefwarden@iiti.ac.in)
Fees payment	Any time online before July 23, 2019.	Help desk at Hostel on July 22, 2019 (Monday) and Room No. 1E-203 , Manganese Building at IIT Indore campus on July 23, 2019 (Tuesday) 13:00 to 17.00. Note: <ul style="list-style-type: none"> Students are encouraged to pay fee online to avoid last moment rush. Student has to collect fees receipt (signed & stamped) from Finance and Accounts staff before appearing for document verification. 	Finance and Accounts Office Mr. Roshan Bhatia, roshanb@iiti.ac.in 0731-2438700 Ext. 952/964 Mr. Murali Nair, murali.nair@iiti.ac.in 0731-2438700 Ext. 952/964 Payment can be made ONLINE ONLY using following methods: 1. Online:- “SB Collect” facility by logging on to https://www.onlinesbi.com/sbicollect/icollecthome.htm 2. Paytm:- www.iiti.ac.in Facilities>pay through PAYTM

Distribution of Welcome Kit	July 23, 2019 (Tuesday) 08:00 to 10.00	MS (Research), M.Sc. and M.Tech.: Carbon building (New Dining hall), IIT Indore. Ph.D.: Carbon building (New Dining hall), IIT Indore.	Welcome kit distribution: Mr. Kailash Jamra (kjamra@iiti.ac.in) - 0731-2438700 Ext. 844 Ms. Bindu Suresh (bindusuresh@iiti.ac.in) - +91-731-2438728
Orientation Program	July 23, 2019 (Tuesday) 10.00 to 11:30	Carbon building (New Dining hall), IIT Indore.	Academic Office Mr. Tapeshe Parihar, (doaa-office@iiti.ac.in) - 0731-2438700 Ext. 994 Mr. Kumar Gaurav, Administrative Officer, Academic Affairs (aoaa@iiti.ac.in)
Lunch	July 23, 2019 (Tuesday) 11:45 to 12:45	Carbon building (New Dining hall), IIT Indore	Hospitality Mr. Vinay Choudhary, (hospitality@iiti.ac.in) 0731-2438700 Ext. 513 Dining Warden (diningwarden@iiti.ac.in)
Verification of Medical Fitness and Disability Certificates of Students	July 23, 2019 (Tuesday) 13:00 to 17:00	Room No. 1E-104 , Manganese Building, IIT Indore.	Health Centre (healthcentre@iiti.ac.in) - 0731-2438700 Ext. 552 Senior Medical Officer (smo@iiti.ac.in) Note: Students must bring Medical certificate from Pvt / Govt. Registered Medical Practitioner before coming to IIT Indore.
Document Verification, and Registration	July 23, 2019 (Tuesday) 13:00 to 17:00	Manganese Building, IIT Indore. M.Sc.: Room no. 1E-204: Chemistry and Physics Room no.1E-205: Biotechnology, Astronomy and Mathematics, M.Tech.: Room no. 1E-202A: EE-VDN & CSP Room no. 1E-202B: ME-PIE & MSD Room no. 1E-201: MEMS-ME & MSE	Academic Office Mr. Kailash Jamra (kjamra@iiti.ac.in) - 0731-2438700 Ext. 844 Ms. Bindu Suresh (bindusuresh@iiti.ac.in) - +91-731-2438728

		<p><u>MS (Research):</u> Room no. 1E-201: CSE, EE and ME,</p> <p><u>Ph.D.:</u> Vanadium Building, IIT Indore.</p> <p>Room no. 1C-302 (Computer lab): CSE, EE, ME, CE, MEMS, AASE, BSBE,</p> <p>Room no. 1C-303 (Computer lab): Chemistry, Mathematics, Physics and HSS</p>	
Loan, Banking and Mobile SIM Card arrangement	July 23, 2019 (Tuesday) 13:00 to 18:30	<p>Manganese Building</p> <p>Counter for Banks: Room No. 408, 505 and 506</p> <p>Counter for SIM Cards: Room No. 406</p>	<p>Academic Office Mr. Nitin Parashar (nitinp@iiti.ac.in) - +91-731-2438728</p>
Commencement of classes	July 25, 2019 (Thursday),	As per the class timetable (detailed timetable will be placed in welcome kit on the day of orientation)	

The following duly signed documents to be produced at the time of registration:

1. Seat Allotment Letter received from Admission Agency(JAM/COAP/IIT Indore)
2. GATE Score Card/ UGC-CSIR-JRF Fellowship Award/ Fellowship Award Letter, from any other funding agency (self-attested photocopy & original) **[Only for PhD]**.
3. Original photo identity proof (any one): Aadhaar Card/Driving License/PAN Card/Bank Pass book (with photograph)/Voter ID/Passport.
4. Class X Pass Mark sheet (self-attested photocopy & original for verification).
5. Class XII Pass Mark sheet (self-attested photocopy & original for verification).
6. Category certificate for OBC-NCL/EWS/ST/SC candidates (self-attested photocopy & original for verification).
7. Graduation Degree and master grade sheets or mark sheet of final year (self-attested photocopy & original).
8. Post-Graduation Degree and master grade sheets or mark sheet of final year (self-attested photocopy & original) **[Only for Ph.D.]**.
9. Deficiency Certificate for PWD category candidates (self-attested photocopy & original).
10. Anti-ragging Rules and Undertaking Form duly signed by student and parents ([Format enclosed](#))
11. Dining Rules and Undertaking Form duly signed by student and parents ([Format enclosed](#))
12. Hall of Residence Rules and Undertaking Form duly signed by student and parents ([Format enclosed](#))

13. Internet Usage policy and Undertaking Form duly signed by parents ([Format enclosed](#))
14. Library form ([Format enclosed](#))
15. Mandatory Medical Fitness Certificate along with authentic record of vaccination. ([Format enclosed](#))
16. Safety and Security rules and Undertaking Form duly signed by student and parents ([Format enclosed](#))
17. Student Bio data Form ([Format enclosed](#))
18. Two latest passport size color photographs

Important Points:

- All NEW students must attend the Orientation and Registration Program.
- No accommodation in hall of residence will be provided for students before July 22, 2019.
- Institute is not in position to provide accommodation to the Parents / Guardians accompanying the students.
- For more information please log on to https://academic.iiti.ac.in/prospective_students.php
- Fee notice ([Notice enclosed](#))

Other Essential Items required:

- Pillow, Mattress, Bed sheet, Blanket, Umbrella, Mug, Bucket, Raincoat etc. (these items can be purchase from local market or La-Fresco at IIT Indore campus. Although there is no uniform, students are expected to be dressed in decent manner while attending the classes.