

**INDIAN INSTITUTE OF TECHNOLOGY DELHI
OFFICE OF DEAN, ACADEMICS**

1st November 2021

Subject: The 52nd Annual Convocation 2021

Dear Graduating Students,

You will be happy to know that the 52nd Annual Convocation of the Institute will be held on **13th November 2021 in Online (Hybrid) mode.**

Ms. Padmasree Warrior, Distinguished Alumna, IIT Delhi (Founder & CEO Fable; Previously CEO NIO U.S.; CTSO Cisco; CTO Motorola Inc.) will be the Chief Guest and will deliver the Convocation Address.

The Convocation Ceremony will be organized in hybrid mode. We are happy to inform you that the Convocation Committee has decided to invite the graduating students to participate in the Convocation. However, since CoViD-19 restrictions are still in effect, the ceremony will be strictly conducted in adherence to the safety norms. We solicit the cooperation of all graduating students in this.

Graduating students may either attend on person, or choose to join the ceremony online.

Attendance in person will be subject to the following conditions.

1. Only the graduates can attend in person. No parents / guests will be allowed with the graduating students. However, they may join online through the link which will be provided.
2. The students should be fully vaccinated (2 doses) for CoViD-19. They will be required to upload the vaccination certificate on the portal, while registering for the Convocation. Please see Annexure 1 – Procedure for Uploading of CoViD-19 Vaccination Certificate (Both doses)
3. They should bring a negative RT-PCR test report for CoViD-19. The test should be done within 48 hours of the reporting date (i.e. 12th November 2021) at the Institute. Suitable arrangements will be made to check this.
4. The main ceremony will be in the Dogra Hall. Only Institute Medal/ Award winners will be accommodated in Dogra Hall to keep attendance in the hall within allowed occupancy. Rest of the students will be seated at various venues in the LHC, in adherence to CoViD-19 restrictions. The final seating arrangements will be declared later depending on the number of graduates attending in person, and in adherence to the Covid safety norms.
5. Degrees will be handed out to the graduates in an appropriate way in respective venues. There will not be any award of degrees on the dais during the main Convocation ceremony.
6. Suitable arrangements will be made for the distribution and collection of the Convocation Gowns to the graduating students attending the ceremony in person. The students attending the Convocation will have to pay Rs. 500, as gown handling charge, in addition of the degree fees of Rs. 2000.
7. Suitable arrangements for refreshment (Breakfast/ Lunch) for the graduating students will be made.
8. The graduating students, allowed for the Convocation in person, would be required to report a day prior. Admit cards will be issued to these students. Issuance of the Admit Cards will be based on the requirements set out in points 2 and 3 above.
9. No accommodation will be provided to the graduating students on campus.
10. All graduates who are attending in person are expected to cooperate fully with Security officials on

campus, and all other administrative officials. Any violation of the safety norms may restrict in person attendance.

11. In case of any unforeseen exigency which may restrict the physical attendance, or in case Government guidelines restrict the same, all graduating students will have to cooperate.

Please note that you can attend the Convocation subject to:

- i. Clearing all your outstanding dues, if any. In case you have not submitted the "No Dues Certificate" earlier, you can apply for the same through ERP and get it completed latest by **10th November 2021 (12 noon)**.
- ii. Payment of the degree fee of Rs. 2000/- , gown handling charges of Rs. 500 and applying online for the Convocation with complete details/ CoViD-19 Vaccination certificate latest by **10th November 2021 (12 noon)** (See Annexure-1 for details).

Please note that the deadline of 10th November 2021 will be strictly adhered to and no request will be considered thereafter.

The degree in absentia will be issued from **Wednesday, 17th November 2021** onwards to you or to a person authorized by you (in writing). You can also opt to get your degree by post (speed post only). The fee payable for issue of the degree (in is Rs. 2000/-. The amount (Rs. 2000/-) can be paid online through SBI Collect. Please refer to the Instructions for registration and payment of fees in **Annexure 1**. Please note that you should have cleared all your outstanding dues for this.

Please visit the Convocation Website <https://convocation.iitd.ac.in> for registration for the Convocation/ Degree in Absentia and for more details / live webcast of the online (hybrid) Convocation. Any further guidelines/ instructions will also be available on this website so it may be a good idea to keep visiting the convocation site on a regular basis.

We hope to see you attending the Convocation (online/ hybrid mode).

On behalf of IIT Delhi, I congratulate you on your graduation, and wish that you, your families and friends all stay safe. Best wishes for the festive season!

Sincerely yours,

Shantanu Roy
Dean, Academics &
Chairperson,
Convocation Committee 2021

52nd ANNUAL CONVOCATION 2021

November 13, 2021

Instructions on the Application Process for Award of Degree / Diploma

In order to apply for the award of your Degree/ Diploma (In person during Convocation on 13th November/Through Speed Post/In person after 17th November 2021), **go to the SBI Collect portal, pay the convocation fees, and note down the transaction reference number.** You also need to upload CoViD-19 Vaccination Certificate in case of attending Convocation on 13th November. Please see procedure given below:

A) Procedure for Uploading of CoViD-19 Vaccination Certificate (Both doses)

You will get an email on your IITD Email ID to upload the Certificate. Please make sure that the Certificate is for both the doses of CoViD-19 vaccination.

B) Procedure for Payment of Convocation Fees using State Bank Collect

- Go to the following URL of SBI Collect:
- <https://www.onlinesbi.com/sbicollect/icollecthome.htm>
- Select the following in the drop-down menus:
State of Corporate/Institution: **National Capital Territory of Delhi**
Corporate/Institution: **Educational Institutions**
Click <Go>
- Select from drop-down menu:
Educational Institute Name: **IITD REVENUE ACCOUNT (FEE COLLECTION)**
Click <submit>
- Select from drop-down menu:
Payment Category: **CONVOCATION FEES 2021**
- Complete the form that appears, make payment and note the transaction reference number correctly.

Sample Form is given below:

State Bank Collect

IITD REVENUE ACCOUNT FEE COLLECTION
IIT DELHI HAUZ KHAS NEW DELHI, HAUZ KHAS-110016

Provide details of payment

Category * CONVOCATION FEES

Entry Number (e.g. 2016ME10768) *

Name of the student *

Date of Birth * mm / dd / yyyy

email address *

Mobile Number *

Correspondence Address *

Option for Degree collection * --Select Option for Degree collection--

Fees Amount (Rs.) *

Remarks

--Select Option for Degree collection--
Through Speed Post on above given Address
In person after 17th Nov 2021
In person during convocation on 13th Nov 2021