



Office of the Controller of Examinations  
**Indian Institute of Engineering Science and Technology, Shibpur**  
(Formerly Bengal Engineering and Science University, Shibpur)  
**P.O :Botanic Garden, Howrah – 711 103, West Bengal, India**  
**Telephone: (033) 2668-4561-63, 2668-0521-25, Fax: (033) 2668-0637**  
**Webpage : <http://www.iiests.ac.in>**

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No: 1355/Exam

Date: 12<sup>th</sup> February 2016

Dear Student,

This is to inform you that the Second Annual Convocation of this Institute is scheduled to be held on 4<sup>th</sup> March (Friday) 2016, at 10.30 a.m. You are cordially invited to receive the Diploma for Institute's Degree Examination -2015.

**Please confirm through Courier/in person (Fax will not be entertained) your participation by paying the Convocation Registration Fee of Rs. 1000 -/ (DEMAND DRAFT) from any Nationalized Bank payable at Kolkata in favour of "Registrar IEST, Shibpur". The Demand Draft along with the duly filled in application form (to be downloaded from [www.iiests.ac.in](http://www.iiests.ac.in) or to be collected from Office of the Controller of Examinations) and photocopy of Final Mark Sheet (for UG & PG students)/Provisional Certificate (for Ph.D students only) has to be submitted to the Office of the Controller of Examinations on or before 26<sup>th</sup> February 2016. No request for registration after expiry of the last date will be entertained.**

You are requested to be present on 4<sup>th</sup> March (Friday) 2016 at 8.00 a.m to collect your GOWN without fail. **No request for issuing GOWN after 10.00 a.m. will be entertained.** All students participating in the Convocation are mandatorily required to be present in the rehearsal to be held on 3<sup>rd</sup> March 2016 at 3 p.m.

**The candidates are instructed to return the GOWN after the Convocation positively at the Office of the undersigned at their own responsibility. Nobody will be allowed to leave the auditorium before the end of the Convocation.**

**DRESS CODE:** Degree recipients may further note that the dress code for Boys will be White Shirt, Black Trousers with Shoes & for Girls Sky Blue Saree/Salwar Kamiz.

If you are unable to pay the Registration Fee on or before 26<sup>th</sup> February, 2016, a fee of Rs 1100/- (Registration Fee Rs.1000 -/ & Late Fine Rs.100 -/) will have to be paid to UCO Bank, BESUS Branch for receiving the Diploma after 4<sup>th</sup> March 2016 from the Office of the Controller of Examinations.

Sd/-

**Dr. Nirmalya Kumar Bhattacharya**  
**Controller of Examinations (Acting.),**  
**IEST, Shibpur**