



राष्ट्रीय प्रौद्योगिकी संस्थान मिजोरम  
NATIONAL INSTITUTE OF TECHNOLOGY MIZORAM

(An Institution of National Importance under Ministry of Education, Govt. of India)  
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F.No: NITMZ/ACAD/1-1/2020 / 1816

Date: 19<sup>th</sup> July, 2021

**CIRCULAR**

As instructed by the Director (TC), following points are to be followed and executed from the next Academic Session for the smooth functioning of the Institute:

1. Any order related to the students shall be uploaded both in the website and the ERP so that students shall have easy access to information.
2. Additional option for payment will be administered in the ERP for students funded by the government (loan) and scholarship for verification and record of disbursement.
3. All the newly admitted M.Tech students are informed to link/upload their credentials in the Institute ERP for verification.
4. After the completion of Comprehensive Seminar or any other seminar, all Ph.D students are to register and upload a copy of the particular Seminar Report in the ERP, failing which registration for the next Semester will halt, until it is done.
5. Undertaking in lieu of an Income Certificate duly signed by parents and students will be accepted if a student cannot provide Income Affidavit, due to issues/problems being faced due to the ongoing COVID\_19 Pandemic. Format for the Income Affidavit and Income Certificate is attached herewith the Circular.
6. Checklist for submission of Thesis by Ph.D students will be furnished to concerned HoDs and Supervisors, so that no documents are missed out while submitting the same.
7. For the Ph.D students, list of Supervisor and Co-Supervisor will be published along with the Doctoral Committee Formation.

  
(LALTHIANGHLIMI ZOTE)

Deputy Registrar  
NIT, Mizoram

**FileNo:NITMZ/AACAD./1-1/2020/**

**Date:16.07.2021**

Copy forwarded for information to:

1. Director's Personal Branch, NIT Mizoram
2. Registrar's Personal Branch, NIT Mizoram
3. All Deans
4. Heads of the Department (CSE,ECE,EEE, ME, CE, BS & HSS)
5. Superintendent-I & II & Accountant, NIT Mizoram
6. Dr. Sandeep Dash with a request to upload in the Institute's website
7. [mis.mizoram@iitms.co.in](mailto:mis.mizoram@iitms.co.in)
8. Office Order File
9. Concerned File

Deputy Registrar  
NIT, Mizoram