



राष्ट्रीय प्रौद्योगिकी संस्थान मिज़ोरम

NATIONAL INSTITUTE OF TECHNOLOGY MIZORAM

(An Institution of National Importance under Ministry of Education, Govt. of India)

OFFICE OF THE DEAN (ACADEMIC)

चलत्लांग, आइज़ोल, मिज़ोरम / Chaltlang, Aizawl, Mizoram - 796012

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F. No.: NITMZ/ACAD/1-7/2026/ 1902

Date: 16 SEP 2026

NOTICE

It is hereby notified that students who discontinue their programme of study after admission and thereafter request the return of their Migration Certificate, Character & Conduct Certificate, Transfer Certificate, and other certificates/documents submitted by them at the time of admission.

1. In this regard, it is hereby clarified that the certificates/documents furnished by a student at the time of admission are received and retained by the Institute as part of the student's **admission, academic and institutional records**. Such documents are maintained in accordance with the prescribed administrative procedure of the Institute and, therefore, **shall not ordinarily be treated as documents liable to be returned to a student merely on account of his/her leaving or discontinuing the course.**
2. However, in the event of a student leaving/discontinuing the Institute before completion of the course, the Institute may issue the **Transfer Cum Migration Certificate** and **Character & Conduct Certificate**, as applicable, in the prescribed format and in accordance with the rules and procedures in force.
3. Accordingly, the following procedure shall be applicable with immediate effect:
 - (i) The certificates/documents submitted by a student at the time of admission shall be retained as part of the official records of the Institute and shall not ordinarily be returned to a student who leaves/discontinues the course.
 - (ii) A student who leaves/discontinues the course may apply for issuance of the requisite **Transfer Cum Migration Certificate** and **Character & Conduct Certificate**, as applicable, in the prescribed format of the Institute.
 - (iii) The issuance of such certificates shall be subject to completion of all prescribed formalities, including submission of the requisite application and obtaining **No Dues** from the concerned Sections/Departments of the Institute.
 - (iv) The certificates shall be issued only upon clearance of all outstanding dues and fulfilment of all obligations.

This issues with the approval of the Competent Authority.

(Prof. SUKANTA ROY)

Dean (Academic)

National Institute of Technology Mizoram

Memo No.: NITMZ/ACAD/1-7/2026/.....¹⁹⁰² (A)

Date: 16 SEP 2026

Copy to:

1. Director's Personal Branch, NIT Mizoram
2. Registrar's Personal Branch, NIT Mizoram
3. All Deans, NIT Mizoram
4. All HoDs- EE, ECE, CSE, ME, CE, BS & HSS and CIR, NIT Mizoram
5. Faculty i/c Examination, NIT Mizoram
6. Assistant Librarian, NIT Mizoram
7. Assistant Registrar, NIT Mizoram
8. Faculty i/c Website- with a request to upload in the Institute's Website
9. Senior Superintendent and Superintendents, NIT Mizoram
10. ERP Notice Board
11. Order Guard File
12. Concerned File

Dean (Academic)
National Institute of Technology Mizoram