

RULES FOR VISITING STUDENTS REGISTRATION

A visiting student is a student registered for a degree in a recognized Institute/University in India and is officially sponsored by the Institute/University to carry our research or avail lab or other academic facilities of NIT Hamirpur for a period of six months. Such students can be allowed to carry out research or use lab facilities by the institute depending upon their availability. These students would be governed by the following Rules & Regulations:

- i) Candidates interested to undergo training at NIT Hamirpur will make request to concerned Head of department in the prescribed Performa (enclosed).
- ii) Head of the Department/Centre after taking note of the specific training requirements of the applicant and available lab infrastructure with the department and man power will make recommendations for the acceptance/ rejection of the request.
- iii) In case request is accepted HOD will also assign faculty incharge for the prospective trainee.
- iv) Faculty incharge will draw training schedule, wherein listing out the activities to be undertaken during the training period.
- v) HOD will forward the request letter to Academic section with due recommendation.
- vi) Academic section will issue letter conveying the consent of the department and training fee to be deposited by the candidates on the reporting date.
- vii) Candidate will be charged separately for accommodation if the same is available and requested.
- viii) On successful completion of training, candidate will submit report in the concerned department.

Subsequent to submission of report candidate will be issued training certificate by the concerned HOD.

- 2) Regarding training fee to be charged from candidates, committee suggested following fee slabs.

Duration	Training fee
3 months (or part of it)	Rs.2500/-
6 months (or more than three months)	Rs.5000/-



Request Performa for Visiting Student
National Institute of Technology Hamirpur

Candidate's
Photograph

1. Particulars of Applicant

Name: - _____

Father's Name: - _____

Contact Address:- _____

2. Highest Qualification:

3. Name of the Centre/ Department where training/research work is to be undertaken

4. Time duration of training/research work _____ from _____ to _____.

5. Interest Areas

a. _____ b. _____ c. _____

6. Name of specific equipment/software required for training/work (if any) _____

7. (a) Consent of the faculty member with whom training/work is to be undertaken (required) Yes/No

(b) Name and signature of the concerned faculty member: _____

8. Hostel accommodation required (Yes/ No) _____.

9. Request letter from parent institute enclosed (required) Yes/No

Date:

Signature of the candidate

Office use only

Recommendations of Concerned HOD

**Availability of Accommodation
Chief Warden**

Payment Details: