



NELLIANDAVAR INSTITUTE OF TECHNOLOGY PUDHUPALAYAM

Ref:NIT / Student / 49

17.06.2025

CIRCULAR

We are pleased to inform all staff and students that **‘Puthuyugam’** Tv Channel will be visiting our campus on 19.06.2025 for video coverage of our college, as part of a promotional initiative for processing advertisement and enhancing public outreach. The video shoot will cover key areas of the campus, academic and extracurricular activities, student and staff interactions and infrastructure highlights.

- HOD of departments are requested to ensure the premises are clean and well presented.
- Faculty and students are encouraged to participate actively with formal dress and co-operate with the video crew.
- All are requested to work together to present our college at its best.

Principal

Copy to: 1. HODs – for kind Information and circulation to all staff and students.

2. File / Notice Board.



NELLIANDAVAR INSTITUTE OF TECHNOLOGY PUDHUPALAYAM

CIRCULAR

Congratulations to all the 2021 – 2025 batch final year students for completing their B.E courses in our Esteemed Institution. Further, all the students are asked to collect their Transfer Certificate (TC), course completion certificate (CC) and pending Mark Sheets from office between 18.06.2025 and 30.06.2025. And Students are also advised to clear no dues formalities and submit ID Card to the office at the time of collecting all certificates. Please note that avoid late fee of Rs.1000/- for collection of certificates after the dead line.

Principal

Copy to: 1. HODs – for kind Information and follow-up action.
2. File / Notice Board.



**NELLIANDAVAR INSTITUTE OF TECHNOLOGY
PUDHUPALAYAM**

Ref:NIT / Student / 48

17.06.2025

CIRCULAR

Sub: Congratulations – Final year students – Reg.

Congratulations to all the 2021 – 2025 batch final year students for completing their B.E courses in our Esteemed Institution. Further, all the students are asked to collect their Transfer Certificate (TC), course completion certificate (CC) and pending Mark Sheets from office between 18.06.2025 and 30.06.2025. And Students are also advised to clear no dues formalities and submit ID Card to the office at the time of collecting all certificates. Please note that avoid late fee of Rs.1000/- for collection of certificates after the dead line.

Principal

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NELLIANDAVAR INSTITUTE OF TECHNOLOGY
PUDHUPALAYAM

Ref:NIT/ Student/47

16.06.2025

CIRCULAR

All students are hereby informed that any disciplinary issues, whether occurring inside or outside the college premises, must brought to the attention of the discipline committee immediately. Further, students are instructed to maintain proper conduct at all times and are encouraged to report any incidents that may affect the discipline and decorum of the college. If any students are directly or indirectly are handling or involving unwanted activities, stringent action may be taken against individual or group of members.

Principal



NELLIANDAVAR INSTITUTE OF TECHNOLOGY
PUDHUPALAYAM

Ref:NIT/ Student/46

13.06.2025

CIRCULAR

It is informed that tomorrow, Saturday (14.06.2025) will be a Working day for all staffs and students.

Principal

- Copy to:
1. HODs – for kind information and circulation among all Staff members.
 2. Deputy Warden- Boys / Girls Hostel – for kind information.
 3. Transport Manager– for kind information.
 4. File / Notice Board.



NELLIANDAVAR INSTITUTE OF TECHNOLOGY
PUDHUPALAYAM

Ref: NIT/Student/44

30.05.2025

CIRCULAR

All students hereby informed that the Annual day function to our college will be held on Saturday 30th may 2025 at college Auditorium from 10.00 am onwards. All students are requested to attend the function in proper dress code and maintain discipline throughout the program.

Attendance will be recorded

Principal

Copy to: 1. HODs – for kind information and circulation among all Students.

2.File / Notice Board.



NELLIANDAVAR INSTITUTE OF TECHNOLOGY
PUDHUPALAYAM

Ref: NIT/Staff/43

28.05.2025

CIRCULAR

This is to inform that the inaugural function of our sister concern ie Akshara vidya mandir (CBSE School), Jayankondam is scheduled to be held on 28.05.2025 at National Arts campus Jayankondam. The invitation have already been issued to individual concern and chief guest is shri S.S.Sivasankar B.E., MBA, Minister for transport Government of TamilNadu. Your presence and active participation in this important event is more valuable. All are requested to attend together to make this opening ceremony a grand success and show our team support.

Principal



NELLIANDAVAR INSTITUTE OF TECHNOLOGY
PUDHUPALAYAM

Ref: NIT/Student/42

26.05.2025

CIRCULAR

Dear staff members,

I am pleased to inform you that the recent Anna University inspection regarding affiliation 2025-26 was successfully completed. Your efforts in preparation ,co- ordination and execution of all required tasks have been truly commendable. On behalf of the management, I extend my sincere gratitude and appreciation to all staff members to your valuable contribution towards inspection activities.

Principal



NELLIANDAVAR INSTITUTE OF TECHNOLOGY
PUDHUPALAYAM

Ref: NIT/Student/41

26.05.2025

CIRCULAR

It has observed that some staff members occasionally bring their children to the college premises during working hours. While, we understand that unforeseen circumstances may arise, bringing children to the work place can cause distractions , disrupt the academic environment , inconvenient for examination function and raise safety and liability concerns.

Therefore, All faculty, staff members and others are hereby requested to avoid bringing your children to the college during official working hours, except in exceptional or pre-approved situations.

principal



**NELLIANDAVAR INSTITUTE OF TECHNOLOGY
PUDHUPALAYAM**

Ref: NIT/Student/41

23.05.2025

CIRCULAR

All HOD s / Faculty Members,

It is informed that only those students who have cleared all their pending fees (including tuition, examinations, hostel or any other applicable dues) shall be permitted to appear for the university practical examinations– May / June 2025.

You are also requested to ensure the following:

1. Strictly verify the fee clearance status of each students before permitting them to attend examination
2. Student who have not cleared their dues (specially final year students) must not be allowed to appear for the examinations.
3. Informed all students in your department about this instructions and advise them to complete all fee – related formalities without delay

principal



**NELLIANDAVAR INSTITUTE OF TECHNOLOGY
PUDHUPALAYAM**

Ref: NIT/Student/41

23.05.2025

CIRCULAR

It has observed that some staff members occasionally bring their children to the college premises during working hours. While we understand that unpleasant circumstances may arise, bringing children's to the work place in case of distractions, disrupt the academic environment, change for lapses in examination confidence and raise safety and liability concerns.

All faculty staff members and students are hereby requested to avoid bringing your children's to the college during official working hours, except in exceptional or pre-approved situations.

principal



**NELLIANDAVAR INSTITUTE OF TECHNOLOGY
PUDHUPALAYAM**

Ref: NIT/Student/40

17.05.2025

CIRCULAR

Sub: Remittance of University Examination fees and pending college fee.

All students are hereby further informed that the university practical examinations are scheduled to commence on 24.05.2025. Students are required to remit the university examinations fee and clear all pending dues on or before 19.05.2025 as per circular dated 13.05.2025. But , still few students only have paid fees to the office. Therefore, a fine of Rs. 500/- will be levied on defaulter students from 20.05.2025 onwards.

Please Note:

1. Hall tickets will be issued only to students who have paid the exam fees and cleared all pending college fees.
2. No student will be permitted to appear for the practical examinations without valid hall ticket.
3. Payment should be made at the college within the stipulated time.
4. The fee details for students to be paid are available in department

Therefore, all the students are advised to treat this matter with urgency and ensure timely compliance to avoid any inconvenience

Principal

Copy to: 1. HODs – for kind information and circulation among all Students.

2. File / Notice Board.



**NELLIANDAVAR INSTITUTE OF TECHNOLOGY
PUDHUPALAYAM**

Ref: NIT/Student/40

16.05.2025

CIRCULAR

This is to inform all students that Saturday(17.05.2025) will be observed as working a working day. All regular Works/Tests/Exams will be conducted as per the given schedule.

Attendance is mandatory for all students. Any absence must be viewed seriously.

Principal

Copy to: 1. HODs – for kind information and circulation among all Students.

2.File / Notice Board.



NELLIANDAVAR INSTITUTE OF TECHNOLOGY
PUDHUPALAYAM

Ref:NIT/Student/39

14.05.2025

DEEPEST CONDOLENCE



TO

We are deeply shocked and saddened to hear about this untimely demise of our student **Mr.K.Arunkumar** Third year department of **Mechanical Engineering**. We pray to **Mr.K.Arunkumar** almighty to keep in eternal peace and give his near and dear ones the strength to bear this irreparable loss.

In this regard, all staffs and students are requested to keep Silence for 2 minutes by 12.00 noon today (14.05.2025).

Principal

Copy to: 1. HODs – for kind information and circulation among all Students.

2.File / Notice Board.



NELLIANDAVAR INSTITUTE OF TECHNOLOGY
PUDHUPALAYAM

Ref: NIT/Student/37

09.05.2025

CIRCULAR

This is to inform all students that model examinations for current academic session will be conducted from 12.05.2025 to 17.05.2025. The detailed schedule of the examinations is herewith enclosed. Students are advised to take this examinations seriously and score good marks. Further, you are instructed to ensure full attendance during the exam period. Absent if any, will be scrutinized by academic committee and punitive action may be taken against concern lapsed students.

Principal

Copy to: 1. HODs – for kind information and circulation among all Students.

2. File / Notice Board.



**NELLIANDAVAR INSTITUTE OF TECHNOLOGY
PUDHUPALAYAM**

Ref: NIT/Student/36

09.05.2025

CIRCULAR

It is informed that tomorrow, Saturday (10.05.2025) will be a Holiday day for all Staff and Students.

Principal

Copy to: 1. HODs – for kind information and circulation among all Staff members.

2. Deputy Warden- Boys / Girls Hostel – for kind information.

3. Transport Manager– for kind information.

4. File / Notice Board.



**NELLIANDAVAR INSTITUTE OF TECHNOLOGY
PUDHUPALAYAM**

Ref:NIT/Student/ 35

Date:07.05.2025

CIRCULAR

It is hereby informed that the **Annual functions -2025** (Cultural, Sports and Annual day) will be held on 20.05.2025 and 21.05.2025 in our college premise. Therefore , all the students are asked to involve your enthusiastic participation in functions and make the event a grand success.

Principal

Copy to: 1. HODs – for kind information and circulation
among all faculty members and students.
2. File / Notice Board.



NELLIANDAVAR INSTITUTE OF TECHNOLOGY PUDHUPALAYAM

Ref:NIT/Staff/ 34

Date:05.05.2025

CIRCULAR

It is hereby informed that **ANNUAL FUNCTIONS – 2025 (Sports day , Annual day)** will be celebrated from 20.05-2025 To 21.05.2025 in our College campus. In this regard, responsibilities are assigned to staff members of various departments in order to conduct programmes more effectively. Hence, all the staff members are requested to extend your kind support and maximum co-operation to make this function more successful.

Over All Inchrge : Mr. S.A.Iyyappan , Dean

Co-Ordinators: Mr.V.Ragunath HOD/CSE, Mr.S.Joseph Anto HOD / S&H

SL.NO	COMMITTEE DEPARTMENT STAFF	RESPONSIBILITIES	Signature
1.	CSE	<ul style="list-style-type: none">• Invitation Preparation• Prize Distribution.• Reception.• Stage follow- up.• OHP collection• Over all prize list preparation• Academic Prizes list preparation	
2.	ECE	<ul style="list-style-type: none">• Indication Board• Press &media• Refreshment-Guests• Flex &Banner• Photo&video• All Certificates –Fill up• Certificates Preparation – All Models	
3.	MECHANICAL	<ul style="list-style-type: none">• Sports Activities-Ground formation• Preparation and Execution of sports activities• College outer decoration.• 100% Student attendance list• 100% Result preparation• Best staff and best student form preparation	

4.	EEE	<ul style="list-style-type: none"> • Hall,stage,Seating arrangements • Electrical Arrangements • Prizes purchase and follow up • Guest follow-up • Guest-Memento • Hall inner decoration 	
5.	S&H&CIVIL	<ul style="list-style-type: none"> • Lunch arrangements – Guest, Staff & Students. • Water facilities. • Vehicle to Guest. • Campus Maintenance • Discipline • Special Achievement list • Invitation –Distribution & postal works 	
6.	Mrs.K.Jeyachitra Ms.S.Suganthiya. Mr.R.Ravichandiran	Annual Report Preparation	
7.	Mrs.K.Kayalvizhi Mr.R.Purushothaman Mrs.M.Maheswari	Master of ceremony	
8	Mr.R.Veeramani Mr.S.Gayasudhin Mr.N.Tamilarasan Mr.V.Ragunath Mr.R.Rajasekar Mrs.R.Anbarasi Ms.V.Vavya Mrs.B.Chitra Mrs.Jeyachithra Mr.A.Samikannu Mr.T.Balamurugan Mr.R.Ravichandiran	SPORTS	
9	Mr.G.Kannan Mrs.K.Kayalvizhi Mr.A.Jayaveeran Mrs.M.Maheswari Ms.V.Vavya Mr.M.Devar Mrs.R.Sasikala	CULTURALS	

Principal

Copy to:

1. All HODs - For kind information and Circulation to all Staff members and students.

2. Notice Board / File



NELLIANDAVAR INSTITUTE OF TECHNOLOGY
PUDHUPALAYAM

Ref: NIT/Student/32

25.04.2025

CIRCULAR

It is informed that tomorrow, Saturday (26.04.2025) will be a Holiday day for all Staff and Students.

Principal

Copy to: 1. HODs – for kind information and circulation among all Staff members.

2. Deputy Warden- Boys / Girls Hostel – for kind information.

3. Transport Manager– for kind information.

4. File / Notice Board.



**NELLIANDAVAR INSTITUTE OF TECHNOLOGY
PUDHUPALAYAM**

Ref: NIT/ Staff / 31

09.04.2025

CIRCULAR

All staff members are hereby informed that a staff training program on Training of Trainers is scheduled to be held on 11.04.2025 (Friday) at IQA cell of our college. All the staff members are asked necessary to participate the program and enrich knowledge for promoting professional development.

Principal