

Heritage Institute of Technology Kolkata

NOTICE

HRIT/0914/3159

Date : 05.02.2020

Degree Certificate Collection Process at HIT-Kolkata

All students under autonomy are hereby informed that Degree Certificate of B.Tech, M.Tech & MCA for 2019 passout batch, will be available from COE Office, located at the 6th floor of the Central Block (Room No. CB-612), from 06.02.2020 (Thursday) on any working day between 10 am to 4 pm.

Student should carry the following documents with him / her:


1. Original Registration Certificate.
2. Original Photo Identity Card of the student (any one of the following):
College ID Card / AADHAR Card / Voter Card / PAN Card / Passport / Driving License.

In case if the student is unable to appear, he / she can duly authorize his / her parent or sibling to collect the certificate on his / her behalf.

Authorized person should carry the following documents with him / her:

1. Original Registration Certificate.
2. Original and Photocopy of Photo Identity Card of authorized person.
(any one of the following):-
AADHAR Card / Voter Card / PAN Card / Passport / Driving License.
3. Authorization letter from the student concerned.

After necessary verification, the COE Office will hand over the Degree Certificate to the student / authorized person..


Prof. N. P. Nayak
(Controller of Examinations)