DAY-1  Thursday, 13\textsuperscript{th} July 2017

8:30 am  to  9:15 am  Students to report at Convocation Hall. Accompanying parents will be seated in LHC LA-1,2,3,4. Live telecast of the programme will be available in LHC. Dean (ACR) Office to take care of arrangements for the accompanying parents in LHC.

09:15 am  to  10:30 am  Welcome address by - Joint Registrar (Academic) - Formal handing over by the Chairman, GATE-JAM 2017 of newly admitted PG students - Director - Dean of Academic Programmes - Convener, PGAPEC - Faculty Co-ordinator Student Mentor Programme

10:30 am  to  11:00 am  Address by - Dean of Student Affairs - Dean ACR - Dean R & D

11:00 am  to  11:10 am  A documentary film on IIT Bombay

11:10 am  to  11:40 am  Address by Women’s Cell Conveners - Prof. Neela Nataraj, Mathematics Department - Prof. Prita Pant, MEMS Department - Ms. Tagare

11:40 am  to  12:30 pm  Students remain seated. Necessary \textbf{registration material} will be distributed by the student representatives.

\textbf{LUNCH BREAK 12:30 to 2:00 pm}

2:00 pm  to  2:15 pm  All new entrants to report at the Convocation Hall

2:00 pm  to  2:15 pm  Address by - Chairman, Financial Aid Programmes IIT Bombay Alumni Association

2:15 pm  to  3:15 pm  Address by Student Representatives - GSAA-PG, IDR, IMR, IRSCP OCs, ISCP OCs, RSF OCs, GSHA, OSCA, GSSA, GSTA, SARC OCs, INSIGHT OCs, E-CELL OCs, Mood Indigo OCs, Techfest OCs

3:15 pm  to  3:45 pm  Address by SINE Professor Incharge - Prof. Milind Atrey, Mechanical Engineering Department

\textbf{TEA BREAK 3:45 pm to 4:15 pm}

4:15 pm  to  5:30 pm  Address by - Head, Computer Centre - Chief Medical Officer, IIT Hospital - Chairman (Culture) - Chairman (Sports) - Incharge, Gymkhana - Librarian, Central Library

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<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>2:00 pm</td>
<td>All New Entrants will assemble at the respective Academic Units</td>
</tr>
<tr>
<td>2:15 pm</td>
<td>Address by HODs/Conveners of the respective Academic Units</td>
</tr>
<tr>
<td>onwards</td>
<td>Course Registration by students in respective Academic Units</td>
</tr>
</tbody>
</table>

**DAY-3  Saturday, 15th July 2017**

<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
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<tbody>
<tr>
<td>9:15 am</td>
<td>All New Entrants will assemble at the respective Academic Units</td>
</tr>
<tr>
<td>10:00 am</td>
<td>Address by Student Departmental Representatives in the concerned Academic Units</td>
</tr>
<tr>
<td>onwards</td>
<td>Information on other department activities by Student Departmental Representatives in the concerned Academic Unit</td>
</tr>
<tr>
<td></td>
<td>TA workshop by Student Co-ordinators</td>
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<tr>
<td></td>
<td>Interaction with Seniors, by Student Co-ordinators</td>
</tr>
</tbody>
</table>

**LUNCH BREAK**

<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>2:00 pm</td>
<td>All New Entrants will assemble at the respective Academic Units</td>
</tr>
<tr>
<td>2:15 pm</td>
<td>Introduction to R &amp; D at department by Student Co-ordinators</td>
</tr>
<tr>
<td>onwards</td>
<td>Lab visit</td>
</tr>
</tbody>
</table>

Instructions/Classes start on Monday, 17th July, 2017

Dean of Academic Programme

N.B. - Students are advised to report to the Security Office located at the **Main Building, MB1 and MB2 classroom**, along with completed application form for 'Students Identity Card' provided in the registration kit on 15th & 16th July, 2017 from 9:30 am onwards.

The changes, if any, in the above schedule will be notified accordingly.
Sub: Registration & Orientation Programme (2017-18)


You are requested to kindly participate in the 'Registration & Orientation' programme as per the schedule.

Jt./Assistant Registrar (Academic)

To:
1. The All Heads of Departments/Centres/Schools & Conveners ID Groups
2. All Deans/Associate Deans
3. P.S. to Director
4. P.S. to Deputy Director
5. P.A. to Registrar
6. Shri. Arun Kalwankar, Incharge, C-DEEP

With a request to make necessary video arrangement for documentary film on IIT at Convocation Hall and 'Live Lecture Telecast' in LCH- LA-1, 2, 3, 4 Hall.

7. i) Prof. N.K. Khosla, Professor- in-Charge, ASC
   ii) Ms. Asmita Shetye, PM, ASC
8. Prof. Ajit Kulkarni, Convener, PGAPEC
9. Prof. N. Prabhu, Met. Engg. & Mat. Sci., Faculty Co-ordinator Student Mentor Programme
10. Head, SINE
11. Dean R & D
12. (i) Prof. Neela Nataraj, Mathematics Department
   (ii) Prof. Prita Pant, MEMS Dept.
13. Ms. Tagare, Students Counsellor
14. The Chairman (Sports), Gymkhana
15. The Chairman (Cultural), Gymkhana
16. In-charge, Gymkhana
17. The Librarian, Central Library
18. The, Chairman, Financial Aid Programme - c/off. IIT Alumini Association Cell
19. Chairman, HCU
20. Head, Computer Centre
21. Dr. (Ms.) N. Shah, CMO, IIT Hospital
22. Public Relations Officer
23. Superintending Engineer (Estate Office)

With a request to kindly arrange for booking of LCH LA-1,2,3 ,4 & Convocation hall during 13th to 15th July, 2017

24. Executive Engg.(Elect.)

With a request to kindly make AC arrangement at LCH LA-1,2,3,4 & Convocation hall during 13th to 15th July, 2017.

25. In-charge, P.A. System

Make necessary arrangements of PA System, Projector in the LCH, LA-1, 2,3,4 & Convocation Hall and Film on IIT Bombay on 13th July, 2017 & also other necessary arrangements on Dias.

26. Chief Security Officer

With a request to give necessary Instructions to the concerned staff members on duty at Market Gate, Main Gate, Lake Side and Main Bldg. Key Board. Make necessary security arrangements, wherever necessary on 13th to 15th July, 2017

27. Health Officer

With a request for make necessary arrangement for cleaning and to spray air freshener in LCH-LA-1,2,3,4 & Convocation Hall also cleaning of the toilets.

28. i) Manager, IIT Staff Canteen
   ii) Manager, Gulmohar

About 1500 students are expected to attend Registration & Orientation Programme on 13th to 15th July, 2017.

29. i) Manager, State Bank of India, Powai Branch
   ii) Manager, Canara Bank, Powai Branch