

NATIONAL INSTITUTE OF TECHNOLOGY, KURUKSHETRA

PROCEDURE FOR EDUCATIONAL VERIFICATION

The companies/agencies requiring verification in respect of Alumni (Ex-Students) of this Institute are requested to communicate their verification requirement through speed post/registered post at the following address:-

Deputy Registrar (Academic)

Room No.:-210, National Institute of Technology, Kurukshetra

Golden Jubilee Admin Building, Kurukshetra, Haryana, India :-136 119

Phone No. : - 01744-233226

It may be noted that the institute charges a fee of Rs. 250/- Per Student/Per Verification. The verification request should be accompanied by :-

- (1) Application form duly filled by the Company/Agency
- (2) Demand Draft of Rs. 250/- in favour of Director, National Institute of Technology, Kurukshetra, Payable at SBI, NIT, Kurukshetra (Branch Code :- 6260)
Or
Proof of deposition of fee in the Main Account of the Institute No. **10116885013** with IFSC No. **SBIN006260**.
- (3) Photocopies of the Academic credentials of the student to be verified by the Institute Authority. In the NIT Kurukshetra, **Dy. Registrar(Academic)** and **Superintendent(Academic)** are only authorized to attest and verify the educational credential of the students on behalf of the Institute.
- (4) The verification report demanded by the Government Departments/Organizations is exempted from the above said verification fee.
- (5) The Academic Section shall try to send the verification of the student in maximum 7-14 working days of receipt of the application in the academic section.
- (6) The verification report will be sent to the company/organization by Email only except in compelling situations where postal delivery is specifically demanded by the company/organizations, hence they must mention their authentic email id along with the application form as per 1). In postal delivery the verification will be sent in confidential cover of the Institute only by Speed Post.
- (7) In case if agency/organization has any query in the process it may contact on following land line no of Academic Section.

For UG Verification: - 01744-233228

For PG Verification: - 01744-233226

For Ph.D. Verification: - 01744-233229

Your suggestion to improve the procedure for educational verification is always welcome. You may send your suggestions through email at dr1@nitkk.ac.in.

XXXXXXXXXXXXXXXXXXXXXXXXXXXX