

**NATIONAL INSTITUTE OF TECHNOLOGY KURUKSHETRA
OFFICE OF THE DEAN (STUDENTS' WELFARE)**

No. Dean (SW)/24/234

Dated: 24-07-2024


IMPORTANT NOTICE

It has been observed that daily many students of the Institute visit to the office of the Dean (Students' Welfare) for their official and personal issues related work during all the times which affects the productivity of the office and due to this the time bound work of the office of the Dean (Students' Welfare) is delayed most of the time.

In view of the above, the students are hereby advised to follow the below mentioned schedule for visiting the office of the Dean (Students' Welfare) for any official/personal issue strictly. The students facing critical issues /time bound matters may visit the office of the Dean (Students' Welfare) any time during office hours.

Sr. No.	Days	Time
1.	Monday to Friday (Except Public Holidays)	From 04:30 pm to 05:30 pm
2.	Saturday (Except Public Holidays)	From 11:00 am to 12: 30 pm

The students are advised to follow the above time strictly except in the case of emergency.


24/7/24
Dean (Students' Welfare)

Copy to:

01. Notice Board.
02. Assistant Registrar to Director for the kind information of the Director
03. Dean (Academic).
04. All HODs with a request to circulate this notice among students.
05. Chief Warden(Boys/Girls) with a request to circulate the notice among hostels.
06. Faculty I/c (Website) with a request to upload the notice on the Institute website.
07. PS to the Registrar for the kind information of the Registrar.