Office of the Dean Academic
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No. 1964/Exam   Date: September 01, 2021

Change of Branch on the basis of the result of 1ˢᵗ year: (For the Session: 2021-2022)

Applications are invited from the students for change of their parent departments who are admitted in July 2020 & completed their 1ˢᵗ year course.

Eligibility:

1.The student must have completed all the credits prescribed in the first two semesters of the course, in his/her first attempt.
2. The student must have obtained a Cumulative Grade Point Average (CGPA) not lower than **8.0** at the end of the Second Semester.
3. The student has successfullycompleted the NCC/ NSS etc., requirements.
4. No disciplinary action was taken against the student during the first two semesters.
5. Application can be made for a change of Branch to any Engineering Branch (except Architecture T & RP).

Important Notes:

1.Eligible students may specify their choices of branches, in order of preference, to which they wish to change over. Choices cannot be changed once the application form is submitted.
2. Change of branch shall be made strictly based onCGPA of the applicant. Any tie on CGPA will be resolved based on JEE Main Rank.
3. Students granted a branch change should do registration in the third semester for the branch to which change is granted.
4. There is no provision for withdrawal from a branch change. Once a student's branch change has been accepted, he/she will be considered a student of the new department for the entire period of his/her branch of study.
5. Reservation policy shall be maintained as per the reservation rule for reserved category of students.
6. Application must be submitted using G-Suite ID only.
7. Application for Branch Change must be submitted online through the following link.
   https://forms.gle/mHRDSPoNaC435ocz7

8. Once submitted, the student will receive a confirmation mail with a copy of his/her application and declaration. It needs to be printed, signed, scanned, and the scanned copy to be uploaded through the link provided in the confirmation mail.

9. Unless the scanned copy is received, the application is considered as incomplete.

10. **Deadline of Online Form submission: 8th September 2021**

    Deadline of signed & scanned copy of application & declaration submission: 8th September 2021

Sd/-
Dr.Nirmalya Kumar Bhattacharyya
Deputy Registrar (Academic)

No. 1964/1(7) Exam   Date: September 01, 2021

Copy forwarded for information and necessary action to:

1. PS to the Director
2. All Heads of the Departments
3. The Chairman-SUGC
4. The Professor-In-Charge(Examination)
5. The Student Senate
6. The Academic Section-File
7. Institute Website

Deputy Registrar (Academic)
IIEST, Shibpur