

# NETAJI SUBHAS INSTITUTE OF TECHNOLOGY

An Autonomous Institute of GOVT. OF N. C. T. OF DELHI

Azad Hind Fauj Marg, Sector - 3, Dwarka, New Delhi - 110 078.

Tel: 2500 0290 Website <http://www.nsit.ac.in>

NO.F.208(2)/97-Estt./NSIT/1068

Dated: 22/9/2017

## OFFICE ORDER

An Orientation Programme for Counselling of students will be held on 26<sup>th</sup> September & 28<sup>th</sup> September, 2017 for the various Divisions as mentioned below. The programme will be held in Main Auditorium, 2<sup>nd</sup> Floor, Admn. Block

S.NO.	Date/Day	Time	Branch
1.	26.9.2017 (Tuesday)	11.00 A.M. to 12.00 Noon	ICE
2.	26.9.2017(Tuesday)	12.00 Noon to 1.00 P.M.	ECE
3.	26.9.2017(Tuesday)	3.00 P.M. to 4.00 P.M.	COE
4.	26.9.2017(Tuesday)	4.00 P.M. to 5.00 P.M.	IT
5.	28.9.2017(Thursday)	11.00 A.M. to 12.00 Noon	BT
6.	28.9.2017(Thursday)	12.00 Noon to 1.00 P.M.	MPAE
7.	28.9.2017(Thursday)	3.00 P.M. to 4.00 P.M.	M.E.

The Orientation Programme shall cover the following issues:

1. Discussion on common areas of concerns for students where individual counselling intervention from time to time can help them.
2. Reassurance on confidentiality issue.
3. Few motivational messages through the screening of relevant videos.

Executive Engineer C/M is requested to arrange logistics for the presentation like LCD Projector with Audio/Visual setup, Speakers, Cordless Mike and Technical support staff.

This issues with the approval of the Director, NSIT.

( MANISH KUMAR )  
ASSTT. REGISTRAR (ADMN.)

Copy for information and necessary action to:

1. All Deans/HODs – with the request that all the students in the Division/Department may be directed to attend the above orientation programme.
2. Executive Engineer (C/M)
3. Ms. Geetanjali Kumar, Visiting Counselor
4. D.R.(A/Cs)/DDO
5. A.R.(S&P)
6. Medical Officer
7. A.R. to Director – with the request to arrange the Auditorium on the above date and time.
8. P.S. to Registrar

*Please put up the notice in CIMS and inform all faculty and students through SMS from CIMS.*

*Manish*  
( MANISH KUMAR )  
ASSTT. REGISTRAR (ADMN.)

*22/9/17*  
*Coordinator, CIMS.*