

Booking of Guesthouse room for Convocation 2022

Establishment Section <estb@iitg.ac.in>

Thu 26/05/2022 10:39

To: stud <stud@iitg.ac.in>;rs <rs@iitg.ac.in>

Cc: HoS Establishment Section <hosestd@iitg.ac.in>;Guest <guesthouse@iitg.ac.in>;HoS Student Affairs Section <hossa@iitg.ac.in>;HoS Academic Section <hosacad@iitg.ac.in>;fac <fac@iitg.ac.in>;All IITG Staff <staff@iitg.ac.in>;Sanjib Kumar Saikia <sks@iitg.ac.in>;T. Tongkholun Haokip <lunkip@iitg.ac.in>

Dear Students,

Para 1: This is for information to all concerned that, the 24th Convocation of the Institute is scheduled to be held on 17th of June 2022. In this regard, 160 (One hundred and sixty) rooms at the Institute Guesthouse will be allotted to the Graduating Students for their Parents/Legal Guardian who are coming to attend the function. As has been the practice, students will not be allowed to stay in Guesthouse.

Para 2: Keeping in view of the above, all desiring graduating students are hereby requested to submit their details for Guest House Accommodation (for their Guests) for convocation to Establishment Section by filling up the on-line form in between 10:30am of 26th May 2022 to 05:00pm of 1st June 2022 (both days inclusively).

THE BELOW MENTIONED LINK TO FILL-UP THE FORM WILL BE ACTIVATED ONLY IN BETWEEN THE ABOVE MENTIONED PERIOD AND BOOKING CONSIDERED FROM 09:00am OF 16/06/2022 TO 05:00pm OF 18/06/2022 AT SEMI-OFFICIAL TARIFF.

<https://forms.office.com/Pages/ResponsePage.aspx?id=jacKheGUxkuc84wRtTBwHNmX4BYmIUtHgdoqhbxe1FUMFVYM0FFU0o4SDBRNEJVVzICR1hUQIVZVC4u>

This form allows only one response per person, however more than one entry with the same guest name or incorrect form will be rejected. Hence, please exercise due caution in filling the on-line application form. Request for accommodation will be accepted only on the above mentioned period and on the designated link. All requests submitted earlier by the students for convocation is treated as cancelled.

Para 3: Only one room will be provided to parents/guardians of each graduating student and the allotment of rooms will be made on first come first served basis. The first one hundred and sixty entries shall be considered for allotment while the rest will be in the waiting list as per the student's seriality of enlistment in the designated portal. In the event of any cancellation of any booking by any student, he/she is advised to do so in advance, at least 24hours before hand to give accommodation to the waiting list. The final allotment as per the slot will be announced by 01:00pm of 7th June 2022 along with the waiting list if any.

Para 4: No other mode of booking through e-mail, GH requisition form, telephone call, whatsapp etc. will be entertained for this purpose. All are to please follow the said booking procedure highlighted at “Para 2” above. For tariff, amenities etc. available in the GH may be checked by visiting Institute's website.

Para 5: Booking is purely provisional and subject to cancellation, if warranted by Covid-19 protocol during the period.

Copy to: Students' Affairs for information to the graduating students.

Academic Affairs to upload the link in the official website.

Thanks and regards,
Establishment Section
IIT Guwahati