



अध्यक्ष का कार्यालय  
छात्रावास प्रबंधन केन्द्र  
भारतीय प्रौद्योगिकी संस्थान खड़गपुर - ७२१ ३०२

OFFICE OF THE CHAIRMAN  
HALL MANAGEMENT CENTRE  
INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR-721 302

July 27, 2017

In continuation to our previous circular, it is hereby inform to the hall concerned to follow the time slots of the UG INDUCTION PROGRAM 2017 specified for different halls.

Remaining activities to be followed in the concern Halls of Residence are as per the schedule below.

**28th July (Friday)**

**Slot 2 (21:00 hrs. – 22:00 hrs.):**

Know your neighbors (students in the hall).

UG 1st year students (as a group of 5) will interact with their neighbors and seniors during the specified time slot. The introduction process will be supervised by respective Student Mentor (preferably from 4th year/ 5th year/ Ph. D). One Student Mentor will be assigned to 2 groups of 5 students each by the Warden in consultation with the HP. Hall council members may be involved if required.

The process of supervision may continue even after the Induction process.

**30th July (Sunday)**

**Slot 3 (21:00 hrs. – 22:00 hrs.):**

Brief discussion highlighting the history of the Hall starting from its establishment, hall's performance at IIT KGP and Inter-IIT related to sports (indoor and outdoor)/ dramatics/ cultural events, etc. Hall Council will prepare a short presentation, with photographs to be retrieved from past activities. There should be a briefing about the Hall Budget (how it is prepared, proposed and spent for students' activities).

Identifying students' extracurricular interest (if time permits).

*Kishor Goswami*  
(Kishor Goswami) 27/7/17

Coordinating Warden (Mess 1)

Copy to:

1. Wardens/ Assistant Wardens of AZ, NH, PH, LBS, MMM, RK, RP, SN/IG, and MT Halls of Residence – Mentors should be identified and a list of 1<sup>st</sup> year students and respective mentors should be prominently displayed in the hall as well as mess notice boards at the earliest.
2. Notice Board/ Mess in all Halls of Residence
3. HMC Website
4. Prof. Priyadarshi Patnaik, Head, Department of HSS and UG 1st Year Induction Program  
Coordinator
5. Dean, SA
6. Dean, UGS
7. Secretary to the Deputy Director
8. Secretary to the Director