

**Date:-18/10/2017**

# **TECNIA INSTITUTE OF ADVANCED STUDIES**

## **For Students of MBA/MCA Program.**

The Pass out students of MBA/MCA program (both shifts) batch 2015-17 (MBA) and 2014-17 (for MCA) are hereby informed that they are required to complete their File formalities for release of security. Further students have to come prepare with all required documents to the student welfare department for completion of documentation process mention as below.

1. Original Fee Receipt of Security fee deposited.
2. Consolidated Mark Sheet of Final Year.
3. TIAS Student ID card.
4. Library cards (2 no's).
5. No dues from Library.
6. Summer internship letter.
7. Current Company Appointment letter for directory purpose and facilitation in Alumni meet.
8. Alumni Undertaking Form completion in all respects including parent's signature which is of the copy available on TIAS Website.