

CIRCULAR

Sub: Schedule for finalization of Budget Proposals for the financial year 2026-27 -
Reg.

All HoDs are requested to attend a meeting with necessary documents, as per the schedule given below, to finalize the budget proposals submitted by them for the financial year 2026-27.

BUDGET FOR THE FINANCIAL YEAR 2026-27
SCHEDULE

Date	Time	Department / Section
14.03.2026 (Saturday)	9.45 am	Computer Science & Engg.
	10.15 am	Computer Science & Engg. (Networks)
	10.45 am	Computer Science & Engg. (AI&ML)
	11.15 am	Information Technology
	11.45 am	Electronics & Communication Engg.
	12.15 pm	Electronics, Communication & Instrumentation Engg.
16.03.2026 (Monday)	10.00 am	Electrical & Electronics Engg.
	10.30 am	Mechanical Engg.
	11.00 am	Civil Engg.
	11.30 am	Physical Science
	11.45 am	Mathematics & Humanities
	12.00 noon	MBA
	12.15 pm	Physical Education/W&W/Gardening

The Registrar and Accounts Officer are hereby requested to attend the meeting, as per the schedule mentioned above, along with the necessary documents and budget estimates for the financial year 2026-27.

[Signature]
PRINCIPAL

To
All HoDs for compliance

Copy to: 1. The Chairman, KITSW;
2. Registrar
3. Accounts Officer