

**To  
The Secretary and Director General  
The Institution of Engineers (India)  
8 Gokhale Road  
Kolkata 700 020**

**Subject : Application for Re-registration for Part I / Part IIA**

Dear Sir,

In accordance with the Rules of the Institution Examinations, my case for re-registration for immediate two terms after the expiry of stipulated period of **five** years, may please be considered for the reasons marked ( ✓ ) below :

- Secured exemption in one or more subject (s)
- Loss of considerable time for frequent transfer/change of job
- Remained stick for about one year
- Stayed outside the country for one year
- Posted outside the place of normal residence for over one year

2. A demand draft of Rs. 1000/- (Draft No.....drawn on.....) towards the re-registration fee is enclosed. I also enclose my Identity Card issued by the Headquarters with a request to issue the revised Identity Card for extended period of one year.

3. Further I undertake that in the event of my failure to complete Part I/Part IIA examination within the extended period. I shall forfeit my right to claim over my previous subject(s) exemptions(s) in the Part I/Part IIA of the Postgraduate Programme and I shall be bound to surrender my Identity Card to the Institution.

- Enclosures :
- i) Demand Draft for Rs. 1000/-
  - ii) Identity Card
  - iii) Documentary evidence as stated in para I above

(Signature of the Candidate)

**Registration No.....**

**Membership No.....**

**Name (in block letters).....**

**Recorded address.....**