



# TECNIA INSTITUTE OF ADVANCED STUDIES

NAAC GRADE "A" INSTITUTE (CYCLE-2)

Approved by AICTE, Ministry of Education Govt. of India,  
Affiliated to G.G.S.I.P. University & Recognized Under Sec. 2(f) of UGC Act 1956.

**INSTITUTIONAL AREA, MADHUBAN CHOWK, ROHINI, DELHI-110085**

Ref: TIAS/Scholarship/2025-26/51

Date: 23.03.2026

## OFFICE ORDER

**Subject: Appointment of Nodal Officer for Scholarship Schemes (e-District Portal) for the Academic Year 2026-27**

This is to inform that in accordance with the decisions taken in the Scholarship & Admission Committee Meeting held on 21st March 2026, and pursuant to the Office Order issued on 23rd March 2026, the competent authority has appointed **Mr. Mayank Arora**, Admission Coordinator, as the **Nodal Officer Scholarships** for Tecnia Institute of Advanced Studies.


The appointment is made to ensure the smooth operationalization, verification, and timely disbursement of various scholarship schemes (such as Post-Matric Scholarship, Merit-cum-Means Scholarship, etc.) through the **e-District Portal** for the **Academic Year 2026-27**.

As Nodal Officer, Mr. Mayank Arora will be responsible for:

1. **Registration & Verification:** Overseeing online student registrations and document verification on the e-District Portal as per guidelines.
2. **Liaison:** Acting as the primary contact between the institute and the District Administration/Backend Officer.
3. **Discrepancy Resolution:** Addressing technical issues, application rejections, and student grievances related to scholarship processing.
4. **Reporting:** Submitting periodic reports to the Director regarding application status and fund disbursement.

All students, faculty, and staff are requested to coordinate with Mr. Mayank Arora for any scholarship-related matters for the Academic Year 2026-27.

This appointment is for the Academic Year 2026-27 and shall remain in force until further notice.

  
Director  
Tecnia Institute of Advanced Studies  
Affiliated to G.G.S.I.P. University Delhi  
Madhuban Chowk, Rohini, Delhi-85

**Director**

**Copy forwarded to the following for information and necessary action:**

1. Chairman, Tecnia Group – for information
2. Dean Academics, TIAS
3. Dean IQAC, TIAS
4. Director Development, DICT
5. Mr. Mayank Arora (Nodal Officer)
6. All Associate Deans – DMS, DICT, DJMC, TIAS
7. All Heads of Departments – MBA, MCA, BBA, BCA, BAJMC, B.Com (H) (All Shifts), TIAS
8. All In-Charges/Coordinators – Internal Quality Cell, Training & Development Cell, Entrepreneurship Development Cell, RIDC
9. Internal Chair – Centre of Excellence: AI & Robotics (DICT); Centre of Communication & News Bureau (DJMC)
10. DMS Chair – Universal Human Values Development Centre, CoE (AICTE Potential Nodal Centre)
11. Dean IQAC – Research, Innovation, Consultancy & Development; Statutory Cell; CoE In-Charges

12. In-Charge – Students' Welfare & Proctor  
13. HR, Accounts & Finance, Store (through ED Sir)  
14. Nodal Officers – NCC, NSS, UBA; Allied Clubs (as per GGS IP University)  
15. All Branch Heads/In-Charges – ITC, Labs, TIAS Website, Administration (EDC)  
16. In-Charges – Examinations, Librarian, TIAS; Admin In-Charge & PRO  
17. Internal Chair – Centre of Excellence: Centre of Communication (DJMC); News Bureau; Media Coordinator for Tecnia TV, Youngster; In-Charge Social Media Cell, TIAS  
18. Secretary to Director, TIAS – for statutory and other compliance  
19. A.O. to Admin Staff – for information and compliance, TIAS  
20. All Admin In-Charges of Departments  
21. Office Copy  
22. Guard File