

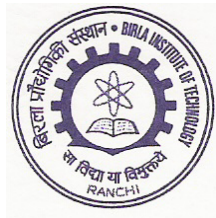
**Admission Information Brochure for**

**for**

**The 3-Year (6-Semester)  
Full-Time MCA Programme 2010-2013**

**at**

**Birla Institute of Technology, Mesra  
and  
Birla Institute of Technology Extension Centres  
at  
Allahabad, Jaipur, Kolkata, Lalpur, and Noida.**



**BIRLA INSTITUTE OF TECHNOLOGY**

Deemed University under section 3 of UGC Act 1956

**Mesra, Ranchi – 835215**

Jharkhand, India

Website: <http://www.bitmesra.ac.in>

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## **IMPORTANT DATES:**

Filling of online form commences from 9 am on	1 May 2010
Filling of online form closes at 4 pm on	31 May 2010
Last date for receipt of printouts of duly completed online forms + Demand Drafts:	2 June 2010

**Candidates in their own interest should send their completed application forms by appropriate means well in advance of the due date. Applications reaching us after the due date are liable to be rejected / may not be processed.**

## **DATES FOR MCA 2010 ONLINE ENTRANCE TEST: 16 & 17 JUNE 2010**

**Tentative dates of counselling: 27 to 30 June 2010**

### **Expected Dates of Counselling:**

Based on the choices given in their forms, the list of candidates for each Centre will be notified on our website and updated regularly. Each Centre will shortlist candidates for counselling on the basis of their performance in the MCA 2010 Online Entrance Test, provided they have applied for that Centre, and fulfill the eligibility criteria mentioned in the preceding pages and our advertisement / notification(s) on our website. Counselling schedules for each Centre, based on these scores, will be displayed by 21 June 2010 on the Institute website and Notice Boards at Mesra and concerned Extension Centres only. **No separate intimation will be sent to candidates.**

The counselling process will be held tentatively between 27 to 30 June 2010 at Allahabad, Jaipur, Kolkata, Mesra and Noida, at the addresses given in the Sec 13.

**Candidates may appear for counselling at Allahabad, Jaipur, Kolkata, Mesra or Noida as per their choice indicated in their application form.**

## Sec 1. Admission to MCA 2010 - an Introduction and How to Apply

The MCA 2010 Information Brochure– covers admissions to the 3-year (6-semester) full-time MCA 2010 programme offered at the Birla Institute of Technology, Mesra, and its Extension Centres at Allahabad, Jaipur, Kolkata, Lalpur and Noida. The programme will commence in July 2010.

Provisional selections for the MCA 2010 programme will be based on:

- **The performance of a candidate in the MCA 2010 Online Entrance Test**, provided he/she meets the minimum academic requirements
- **However, candidates must satisfy the minimum eligibility criteria** given in our advertisement / notification(s) on our website (please see - Sec 5)

### How to Apply: (Please see Instructions also for details)

1. To apply for the programme, eligible candidates must complete the online application form on our website and send a printout of the completed form along with two recent colour photographs (one pasted on the form and one attached by clip to the form), photocopies of all marksheets and certificates (see List of Enclosures), and a **crossed Demand Draft for Rs. 1,200/- in favour of Birla Institute of Technology, payable at Ranchi**, in a stout A4 size envelope by Speedpost / Registered Post / reliable courier to the office of **Dean Admissions, Birla Institute of Technology, Mesra, Ranchi – 835215 positively by the due date**. Write "Application for MCA 2010 on top of the envelope".
2. You can use the Online Application Form to apply for the MCA programme of the Institute at **any 1 or any 2 or any 3 or any 4 or any 5 or all 6** choices of Place for Study (Centre), by clicking the appropriate check box against the names of the Centres. **However, you must select ALL your choices before you submit the form online and print the same, so that all your choices will be saved in the database. Please do not make any corrections or add any Choices of Centre by hand on the printout of the form, as these will not be saved to the database.** However, you may enter the DD details by hand on the printout, if the same have not been entered online.
3. **Please do not print a blank form and fill it by hand as this will not be accepted.**
4. Incomplete applications or applications received without all required enclosures are liable to be rejected / may not be processed.
5. Applications reaching us after the due date are liable to be rejected / may not be processed.
6. Candidates should keep photocopies of their completed forms for their own reference

### Note:

Candidates should proceed to fill the Online Application Form for admission to the MCA Programme at BIT Mesra or its Extension Centres at Allahabad, Jaipur, Kolkata, Lalpur and Noida, only after they satisfy themselves that they fulfill all the eligibility criteria.

## **Form Numbers**

The Form Numbers on each online application form may be noted and cited in correspondence if required. **All candidates should keep photocopies of their completed forms for their own reference.**

## **Acknowledgement of Receipt and Registration Numbers**

A postal intimation with a registration number will be sent to all eligible candidates whose properly completed application forms have been received within the stipulated time. After receipt of the printout of their duly completed form with all enclosures and crossed bank draft for Rs. 1,200/-, all eligible applicants will be allotted 6-digit registration numbers and the same will be intimated to them by post as above / notified on our website. **Candidates must make a note of their registration numbers carefully, as the same will be used in future notifications for counselling, selections etc.**

Please preserve the postal intimation which will be required if you are called for counselling. Please quote the registration number in any correspondence regarding your application. If you do not receive the postal intimation with registration number within a reasonable date after dispatch of your completed form, please contact the Admissions Office at Mesra by telephone or fax.

On receipt of the printout of the completed form and Demand Draft, a copy of the Information Brochure 2010 (hard copy) will be sent by courier / Speedpost / registered post to those candidates who fulfill the eligibility criteria.

Candidates will be called for counselling as per schedules to be notified in due course.

Candidates who appear for counselling must carry the following to their Counselling Centre: (Please see also Sec 7 for details)

1. A photocopy of their duly completed online form
2. Originals of all certificates and marksheets with set of photocopies (Sec 7)
3. Two recent colour photographs, identical to that enclosed with their form
4. Photo identification: (Driving license, Passport, PAN Card, Voter ID, College ID, Employee Identification Card are acceptable)

Candidates may appear for counselling at Allahabad, Jaipur, Kolkata, Mesra or Noida as per their choice given in their application form.

## **Note:**

For queries about the MCA programme please contact the Head, Department of Information Technology, on 0651-2275444, Extn 599 or 2275185 (Dir) or by fax on 0651-2275401. For queries about any Centre, please contact the Centre. For queries about admission related procedures, please contact the Admissions Office, at Mesra, by telephone or fax (please see Sec 13 for contact details of all Centres).

## Sec 2. The Online Entrance Test for MCA 2010

The Birla Institute of Technology, Mesra, Ranchi, will use an Online Entrance Test for shortlisting candidates for admission to its 3-year (6-semester) full-time MCA 2010 programme, commencing in July 2010 at Mesra, Ranchi, and its Extension Centres at Allahabad, Jaipur, Kolkata, Lalpur, and Noida. Please see section 11 for the details of the Test including syllabus, number of questions, duration of the Test, marking, etc.

**The MCA 2010 Online Entrance Test will be held on 16 and 17 June 2010 at various Test Centres as follows:** It is proposed to hold the MCA 2010 Online Entrance Test at the following Test Centres - **Allahabad, Bangalore, Hyderabad, Jaipur, Kolkata, Mumbai, Patna, Noida, and Ranchi** - provided there are sufficient number of candidates at each of the given Test Centres. Candidates must give two choices for first and second preference of Test Centre from the list of Test Centres above. In case the number of candidates opting for a given Test Centre is less than a certain minimum, the Institute reserves the right to shift candidates to the nearest alternative Test Centre (see Note 1 below). The final list of Test Centres will be notified on our website.

Depending on the number of candidates at a given Test Centre, the Test may be held upto three time slots at the Centre, for example, from 9.00 to 11.00 am, 12.00 to 2.00 pm, and 3.00 to 5.00 pm.

### Admit Cards

Admit cards will be sent by e-mail / post to all eligible candidates whose properly completed application forms have been received within the stipulated time at the office of the Dean Admissions, BIT Mesra. Candidates will be allotted a Test Centre, date and time slot for the Test, as above. The Institute will try to allot the Test Centre and date as per candidates' preference as far as possible. However, the Institute reserves the right to shift candidates to an alternative Test Centre / date, based on the number of candidates for a given Test Centre / Test Centre capacity.

The admit cards may also be downloaded from our website after 7 June 2010. If a candidate is unable to download the admit card, and the hard copy of the same is also not received upto a week before the Test, candidates may contact the Admissions Office at BIT Mesra by telephone or fax.

**The Institute will not be responsible for any postal delay or irregularity resulting in non-receipt / late receipt of the admit card.**

**The admit card is not transferable to any other person. Impersonation is a punishable offence under law. No applicant will be allowed to appear for the Test without a valid admit card. The admit card will be required to be produced at the time of interviews / counselling also. Therefore, all candidates are required to preserve the admit card until the admission process is complete.**

Candidates should occasionally visit our website <http://www.bitmesra.ac.in> for any updates or any other matter related to the Entrance Test.

### Notes:

1. The Institute reserves the right not to conduct the Test at a particular Centre if the number of candidates for that Centre is less than a certain minimum.
2. The Institute reserves the right not to conduct the Test on a particular date at a given Centre if the number of candidates is less than a certain minimum.
3. Once a Test Centre is allotted to a candidate, it will not be changed under any circumstances

**Sec 3. Instructions for filling the Online Application Form**  
**This page may be printed for your own convenience and easy reference**

1. **You are advised to read the eligibility conditions for admission to the programme (Sec 5) and other requirements (our advertisement / web notification, Instructions and other details) and satisfy yourself that you fulfill all the eligibility conditions before filling and submitting your application form.**
2. Clearly fill all items that are relevant to you in capital letters or numbers or select the check box / radio button as required. Certain items are mandatory and must be filled in. Else the form may be rejected when it is processed.
3. To apply for the programme, eligible candidates must complete the online application form on our website and send a printout of the completed form along with two recent colour photographs, photocopies of all marksheets and certificates (see List of Enclosures below), and a **crossed Demand Draft for Rs. 1,200/- in favour of Birla Institute of Technology, payable at Ranchi**, in a stout A4 size envelope by Speedpost / Registered Post / reliable courier to the office of **Dean Admissions, Birla Institute of Technology, Mesra, Ranchi – 835215 positively by the due date**. Write “Application for MCA 2010 on top of the envelope”. Applications reaching us after the due date are liable to be rejected / may not be processed.
4. You can use the Online Application Form to apply for the MCA programme of the Institute at any 1 or any 2 or any 3 or any 4 or any 5 or all 6 choices of Place for Study (Centre), by clicking the appropriate check box against the names of the Centres. **However, you must select ALL your choices before you finally submit the form online and print the same, so that all your choices will be saved in the database. Please do not make any corrections or add any Choices of Centre by hand on the printout of the form, as these will not be saved to the database.** However, you may enter the DD details by hand on the printout, if the same have not been entered online.
5. Please do not print a blank form and fill it by hand as this will not be accepted.
6. Please ensure that all information provided is correct and accurate. Admission on false information will be ipso facto null and void
7. After filling in the complete form, you will be prompted to “Confirm and Save” or “Edit Details” after you click the submit button. Please ensure that all fields are correctly filled in before you finally click on the “Confirm and Save” button. Take a printout when prompted. **Note:** Once you click on the “Confirm and Save” button, the Form is set to read only. You may however return to the form to view or print it again.
8. Do not fold, tear or mutilate the print out of the form in any way.
9. A recent colour photograph of good quality must be pasted firmly in the box provided. If required cut the photograph to fit in the box. Do not get the photograph attested. Do not pin or staple the photograph to the form. Please sign with a black ball pen in the boxed space below your photograph.  
**Important: Attach one extra photograph to the form using a clean paper clip. Write your Name, Form No, and “MCA 2010”, on the back of the second photo.**
10. Enclosures required along with completed form: See List of Enclosures below
11. **All candidates belonging to the SC, ST, or OBC categories must obtain caste certificates which should be in proper format, and which should be signed by appropriate authority of rank not less than SDO.** They must enclose photocopy of the same. (**Note:** However the final reservation proportion will depend on notification, if any, issued by competent authority and as accepted by the Institute).
12. Candidates belonging to other special categories mentioned in Sec 8 (Physically Handicapped / Ward of defence personnel killed or disabled in service / National level sportsperson / Current student of BIT / Ward of BIT employee) must provide photocopy of certificate in proper format from appropriate authority.
13. **Do not enclose any original certificates with your application.**

14. While filling the form please note the following:
- Name: Type your name as in your Class 10 certificate, First Name, Middle Name(s) and Surname. If space is insufficient, use initials for middle name(s). Do not use any titles, such as Mr. / Miss / etc.
  - State of Eligibility: Select the code JH if you are appearing for / have passed the qualifying graduate examination from Jharkhand. Else select code NJ (see Sec 8).
  - Caste: Click the appropriate radio button. **Select State from the dropdown list only if you belong to the OBC category.** (See also instruction 11).
  - Other Category: Click the appropriate radio buttons (See also instruction 12).
  - Choices of Place for Study: **Candidates must exercise ALL their Choices online before clicking the “Confirm & Save” button to take a printout of the form.**
  - Choices of Online Test Centre: Select first and second choice of Online Test Centre from the list of Test Centres, and please see footnote in “Online Entrance Test for MCA 2010”
  - Preferences of Dates for Test: Select first and second preference of date, and please see footnote in “Online Entrance Test for MCA 2010”
  - Choice of Counselling Centre: Select any ONE
15. Educational Record:
- Percentage Marks in Class 10: Calculate as mentioned under eligibility criteria
  - Percentage Marks in Class 12: Calculate as mentioned under eligibility criteria
  - Percentage Marks in Graduation: Calculate as mentioned under eligibility criteria
  - Appearing Candidates: **Calculate percentage marks as mentioned under eligibility criteria based on latest available grades / marks**
  - No. of attempts: If you are appearing for final examinations of the qualifying examination in 2010, fill “APP”. Else 1 if passed in one attempt, 2 if in two attempts, etc.
  - Subjects: Use abbreviations - Phys, Math, Stat, Eng, Eco, etc
  - Certificates: See also instructions 10, 11 and 12 above.
16. Complete Postal Address: Type clearly in capital letters, provide pincode, STD code and telephone number, and mobile number
17. DD Details: May be filled online (if DD purchased earlier) or entered by hand in printout.
18. Declaration and Undertakings: The candidate must sign the declaration, and also the undertaking after reading them. A parent or legal guardian should sign the second undertaking
19. **The Admissions Office may not undertake detailed scrutiny of applications before counselling, and all shortlisted applicants called for counselling, except those whose applications are summarily rejected, are allowed to appear at counselling on purely provisional basis, subject to their eligibility being verified at the time of counselling. Merely being allowed to appear at the counselling will not be considered as a ground for being eligible for admission.**

#### **Sec 4. List of Enclosures to be submitted along with the completed application form**

1. Two recent colour photographs - one pasted on form and **one attached by clip (write your Name, Form No and “MCA 2010” on the back of the second photo)**
2. Crossed demand draft for Rs. 1,200/- in favor of Birla Institute of Technology, payable at Ranchi (write your Name, Form No, telephone number and “MCA 2010” on the back of the DD)
3. Photocopies of following documents and certificates (write your Name, Form No, telephone number and “MCA 2010” on the back of each of these papers):
  - a) Pass certificate of Class 10
  - b) Marksheet of Class 10
  - c) Marksheet of Class 12 / Intermediate or equivalent
  - d) Marksheets of Graduation for graduates
  - e) Marksheets upto pre-final year for candidates graduating in 2010. They must also enclose the following:
    - (i) A certificate in original from the Principal of their Institute stating that by 30 June 2010, they will have appeared for examination in all subjects required for obtaining their Bachelor's degree.
    - (ii) A certificate from the Principal certifying that they have obtained 60% marks or equivalent (45% marks in case of SC/ST candidates) based on latest available grades / marks.
  - f) Candidates with qualifications acquired through correspondence or distance-learning programmes must submit proof that they have acquired such qualifications as working professionals / while in employment. They must enclose with their application photocopies of
    - (i) Work experience certificate
    - (ii) Pass certificate and marksheets of qualifying examination showing that they have passed the qualifying examination with requisite marks
  - g) Caste certificate (if applicable), which **should be in proper format and signed by appropriate authority of rank not less than SDO.**
  - h) Candidates belonging to other special categories mentioned in Sec 8 (Physically Handicapped / Ward of defence personnel killed or disabled in service / National level sportsperson / Current student of BIT / Ward of BIT employee) must provide photocopy of certificate in proper format from appropriate authority.
  - i) Photo identification: (Driving license, Passport, PAN Card, Voter ID, College ID, Employee Identification Card are acceptable)
4. Two slips of paper (10x10 cm) with name, address in capitals and phone number

**Incomplete applications or applications received without all required enclosures are liable to be rejected / may not be processed.**

## Sec 5. Eligibility Criteria for the full-time MCA Programme 2010

- 1) Candidates must have passed in ALL subjects in which they have appeared in Class 10 (excluding optional subjects) with minimum 60% (45% for SC/ST) marks in average. Marks in Class 10 to be computed as average of marks obtained in ALL subjects in which candidate has appeared (excluding optional subjects).
- 2) Candidates must have passed in ALL subjects in which they have appeared in Class 12 (excluding optional subjects) with minimum 60% (45% for SC/ST) marks in average. Marks in Class 12 will be computed as average of best 5 subjects in which candidate has appeared (excluding optional subjects).
- 3) Candidates must hold a Bachelor's Degree or equivalent qualification of any of the Universities incorporated by an act of the central or state legislatures in India or other educational institutions established by an act of Parliament or declared to be deemed as a University under section 3 of UGC Act, 1956, or possess an equivalent qualification recognized by the Ministry of HRD, Government of India/AIU. This degree must entail a minimum of three years of education (10+2+3 system) after completing higher secondary schooling (Class 12 or equivalent).
- 4) Candidates must have one of following qualifications:
  - a) BCA, or
  - b) B.Sc. in Computer Science / Information Technology / Electronics, or
  - c) B.Sc. / B.A. with Mathematics or Statistics at graduate level
- 5) Candidates of B.Sc. / B.A. Honours must have minimum 60% (45% for SC/ST) marks in average in their Honours subject. Candidates of BCA and other graduate courses must have minimum 60% (45% for SC/ST) marks in average in graduation, marks to be computed as average of marks obtained in ALL subjects in which candidate has appeared (excluding optional subjects).
- 6) Candidates appearing for final examinations of their Bachelor's programme in 2010 can also apply, provided they have obtained 60% marks or equivalent (45% marks in case of SC/ST candidates) based on latest available grades / marks at the time of applying, and if selected can join the programme provisionally. At the time of the counselling they must bring the following:
  - a) A certificate in original from the Principal of their Institute stating that by 30 June 2010, they will have appeared for examination in all subjects required for obtaining their Bachelor's degree.
  - b) A certificate in original from the Principal certifying that they have obtained 60% marks or equivalent (45% marks in case of SC/ST candidates) based on latest available grades / marks. Marks to be calculated as per item (5) above.Their admission will be confirmed only when they submit the mark sheet and a certificate of having passed the Bachelor's degree / equivalent qualification with requisite marks as per item (5) above. They must submit proof of passing their final examinations with requisite marks by 31 October 2010. Non-fulfillment of this condition will automatically result in the cancellation of the provisional admission.
- 7) **Candidates with qualifications acquired through correspondence or distance-learning programmes are eligible only if (a) they acquired such qualifications as working professionals / while in employment, (b) the programmes are recognized by the DEC-IGNOU, (c) they have passed the qualifying examination at the time of applying, with minimum 60% marks in average (45% for SC/ST) calculated as per item (5) above. They must enclose photocopies of (i) work experience certificate (ii) pass certificate and marksheets of qualifying examination with their application.**

### Notes:

(1) Candidates with foreign diplomas should see the EdCIL website for equivalence (<http://www.edcil.co.in>), and if required should obtain an equivalence certificate well in advance from the evaluation division of the AIU (website <http://www.aiuweb.org>).

(2) In case any Board / University awards grades instead of marks, the calculation of equivalent marks would be based on the procedure prescribed by the Board / University. In case a University does not have any scheme for converting CGPA into equivalent marks, the equivalence would be established by dividing obtained CGPA with the maximum possible CGPA and multiplying the resultant with 100.

## Sec 6. Counselling and Selection Procedures

### **Expected Dates of Counselling:**

Based on the choices given in their forms, the list of candidates for each Centre will be notified on our website and updated regularly. Each Centre will shortlist candidates for counselling on the basis of their performance in the MCA 2010 Online Entrance Test, provided they have applied for that Centre, and fulfill the eligibility criteria mentioned in the preceding pages and our advertisement / notification(s) on our website. Counselling schedules for each Centre, based on these scores, will be displayed by 21 June 2010 on the Institute website and Notice Boards at Mesra and concerned Extension Centres only. **No separate intimation will be sent to candidates.**

The counselling process will be held tentatively between 27 to 30 June 2010 at Allahabad, Jaipur, Kolkata, Mesra and Noida, at the addresses given in the Sec-13.

**Candidates may appear for counselling at Allahabad, Jaipur, Kolkata, Mesra or Noida as per their choice indicated in their application form.**

### **Selection Procedure:**

The Institute will use an Online Entrance Test to shortlist candidates for the three-year full time MCA programme commencing in July 2010. Provisional selections for the MCA 2010 programme will be based on:

- **The performance of a candidate in the MCA 2010 Online Entrance Test**, provided he/she meets the minimum academic requirements
- **However, candidates must satisfy the minimum eligibility criteria** given in our advertisement / notification(s) on our website (please see - Sec 5)

**Each Centre will make its own lists of provisionally selected candidates and waitlisted candidates after the counselling.** Provisional selection lists, along with procedures for admissions, will be notified the day after the counselling, on the Institute website <http://www.bitmesra.ac.in> and Notice Boards of the Institute / concerned Extension Centres only. **No separate intimation will be sent to candidates.** Provisionally selected candidates will be required to take admission by the dates given, failing which vacant seats may be allotted to waitlisted candidates. The list of waitlisted candidates will also be announced on the Institute website and Notice Boards of the Institute / concerned Extension Centres only. **No separate intimation will be sent to candidates.** Candidates must therefore see our website occasionally for updates or any other matters related to the admission procedures.

Please note that we may put up more than one notification on our website, to fill up vacancies, if any. **Candidates should thus check our website <http://www.bitmesra.ac.in> regularly for any updates or matters related to the admission procedures. No separate intimation will be sent to candidates.**

## **Sec 7. Documents required at the time of counselling and admission**

Candidates must carry the originals of the following documents at the time of counselling, as well as one set of photocopies:

1. Pass certificate of Class 10
2. Marksheet of Class 10
3. Marksheet of Class 12 / Intermediate or equivalent
4. Marksheets of Graduation for graduates
5. Marksheets upto pre-final year for candidates graduating in 2010. They must also bring the following:
  - a. A certificate in original from the Principal of their Institute stating that by 30 June 2010, they will have appeared for examination in all subjects required for obtaining their Bachelor's degree.
  - b. A certificate from the Principal certifying that they have obtained 60% marks or equivalent (45% marks in case of SC/ST candidates) based on latest available grades / marks.
6. **Candidates with qualifications acquired through correspondence or distance-learning programmes must carry proof that they have acquired such qualifications as working professionals / while in employment, as well as pass certificate and marksheets of graduation.**
7. Admit Card for the MCA 2010 Online Entrance Test
8. Score Card of the MCA 2010 Online Entrance Test
9. Caste certificate / special category certificate (if applicable)
10. Two passport size photographs, identical to the photograph affixed in the application form
11. Photo identification: (Driving license, Passport, PAN Card, Voter ID, College ID, Employee Identification Card are acceptable)

### **Documents required at the time of admission:**

**If provisionally selected, candidates will be required to submit all the above documents in original (except the Photo ID) at the time of admission, along with the requisite fees.**

**Provisionally selected candidates appearing for final examinations in 2010 will be required to sign an undertaking at the time of admission on Non-Judicial Stamp Paper to the effect that if they fail to obtain the requisite marks in their qualifying examination (graduation) their admission will be cancelled. The deadline for submission of the marksheet / degree certificate is 31 October 2010, failing which the provisional admission will be cancelled. (Please see Sec 14 for the format of the above undertaking).**

**Classes will commence from 24 July 2010 at all Centres.**

## Sec 8. Total Number of Seats, Reservations and Seat Distribution

The number of seats offered in 2010 in the MCA programme at various Centres is as given below:

Centre	Mesra	Allahabad	Jaipur	Kolkata	Lalpur	Noida
<b>Number of seats</b>	<b>60</b>	<b>100</b>	<b>45</b>	<b>40</b>	<b>105</b>	<b>60</b>

**Reservations:** Currently the Institute follows reservations as given below for its MCA programme.

1. For all programmes at the Institute which are supported by the State Government, the reservation criteria for SC & ST are as per the norms of the State Government
2. For all other programmes the reservation criteria for SC & ST are as per the statutory norms of Central Government (SC -15% & ST - 7.5%)
3. The Institute observes statutory reservation for physically handicapped persons (3%).
4. Upto 1% of the seats may be allotted to sons and daughters of defence personnel who have lost their lives or been disabled in service, who otherwise have qualified for admissions.
5. Upto 1% of the seats may be allotted to candidates who are sportspersons and have represented their states at National level sports competitions, who otherwise have qualified for admissions.
6. Subject to eligibility and availability of candidates, 20% of the seats may be allotted to girl candidates.
7. Subject to eligibility and availability of candidates, 20% of the seats may be offered to candidates obtaining first degree of BIT during the year of admission desired.
8. Some seats at the Extension Centres are reserved for candidates who are sons and daughters of serving employees of BIT, who otherwise have qualified for admissions.
9. For Lalpur and Mesra, 50% of seats are reserved for candidates who have passed their qualifying examination from Jharkhand\*.

**However the final reservation proportion will depend on notification, if any, issued by competent authority and as accepted by the Institute.**

\*At Lalpur & Mesra 50% of the total seats are reserved for candidates who have passed / are appearing for their qualifying examination (graduation) from Jharkhand State, taking it as one zone and the remaining 50% for candidates who have passed / are appearing for their qualifying examination (graduation) from other states of the country. (The "State of Eligibility" of a candidate for the purpose will be determined on the basis of location of his/her College where he/she has passed/is appearing for the qualifying examination / graduation).

### Codes for State of Eligibility

State of Eligibility	Code
Qualifying examination (graduation) from Jharkhand	<b>JH</b>
Qualifying examination (graduation) from other states	<b>NJ</b>

## Sec 9. Financial Information and fees payable for the full-time MCA Programme

### Fees payable for the full-time MCA programme at various Centres With effect from the session 2010 - 2011

#### Fees Payable at a Glance

Particulars	Mesra	Extension Centres
Total fees payable at the time of admission, including the fees for first semester	51500	48500
Fees payable for each subsequent semester	44500	42500

#### Details of Fees Payable per semester and at the time of admission

Particulars of fees for each semester	Mesra	Extension Centres
Tuition Fee, Registration Fee, Institute Examination, Library, Teaching Aids and other Student Facilities	39500	39500
Hostel Room Rent, General Maintenance & Electricity	5000	-
Off Campus Charges	-	3000
<b>(A) Sub Total</b>	<b>44500</b>	<b>42500</b>

Additional amount to be paid at the time of admission	Mesra	Extension Centres
University Enrollment Fee	1000	1000
Hostel Mess Deposit	1000	-
<b>(B) Sub Total</b>	<b>2000</b>	<b>1000</b>
<b>(C) Caution Money (Refundable)</b>	<b>5000</b>	<b>5000</b>
<b>Grand Total (A + B + C)</b>	<b>51500</b>	<b>48500</b>

#### Notes:

1. Hostel facilities are provided only at the Main Campus at Mesra.
2. Hostel mess charges at Mesra will be approximately Rs. 1,500/- to Rs.2,000/- per month. **Students at Mesra will be required to pay suitable mess advance at the beginning of each semester, which will be adjusted against their additional mess charges. For the July 2010 session, this mess advance will be Rs. 7,000/-**
3. Students will be expected to provide themselves with stationery and textbooks, etc, as prescribed for different subjects.
4. The Institute reserves the right to revise the fees and other charges at any stage.
5. For rules regarding refund of fees on withdrawal, please see separate Notice on Notice Boards.

## Sec 10. The MCA Programme and Course Structure

The 3-year (6-semester) Master of Computer Applications (MCA) programme of the Institute is approved by the All India Council of Technical Education (AICTE).

The MCA programme was designed by the Department of Electronics, Government of India in the early 1980's as a training programme that would equip graduates to fulfill the increasing demand for software specialists. It was envisaged that the MCA graduates would fill positions of systems analysts, information systems specialists, application programmers and systems engineers. This has worked out to exceed expectations. MCA's are widely accepted today by Indian industry.

The curriculum is designed so as to help students develop strong software competencies and analytical and problem solving abilities – the requisite skills to prepare them for successful careers as software professionals. The course structure and contents are regularly updated.

The programme objectives as interpreted at this Institute are as follows. The programme should impart:

1. Knowledge and practice covering various aspects of computer usage in business, industry and service sectors
2. Skills to candidates to enable them to perform as application systems designers and systems managers, in major areas of computer applications

Thus the MCA programme here includes:

- a) A comprehensive knowledge of systems including their capabilities and limitations
- b) An appreciation of the application environment
- c) Skills for management of complex software projects, and
- d) A sound foundation of quantitative tools and techniques

There are three broad components of the programme:

- Mathematical background for digital computers
- Computers and systems science courses
- Management and behavioural science courses

A unique feature of the MCA programme at this Institute is that the sixth and final semester is devoted to a compulsory 20-week software development project in industry, enabling the students to gain valuable hands-on experience.

## The Course Structure for the MCA Programme

<b>SEMESTER - I</b>		
<b>Code</b>	<b>Theory</b>	<b>Units</b>
MCA 1001	Problem Solving and Program Design with C	1
MCA 1003	Numerical & Statistical Methods	1
MCA 1005	Introduction to Computer Science & Applications	1
MCA 1007	Discrete Mathematics	1
MCA 1009	Computer Organization & Architecture	1
	<b>Sessional</b>	
MCA 1002	C Programming Laboratory	0.5
MCA 1004	Numerical & Statistical Methods Laboratory	0.5
<b>Total</b>		<b>6.0</b>

<b>SEMESTER - II</b>		
<b>Code</b>	<b>Theory</b>	<b>Units</b>
MCA 2001	Data Structures	1
MCA 2003	Object Oriented Design & Programming	1
MCA 2005	Database Management Systems	1
MCA 2007	Operating Systems	1
	<b>Sessional</b>	
MCA 2002	Data Structure Laboratory	0.5
MCA 2004	C++ Programming Laboratory	0.5
MCA 2006	RDBMS Laboratory	0.5
MCA 2008	Operating System Laboratory	0.5
<b>Total</b>		<b>6.0</b>

<b>SEMESTER - III</b>		
<b>Code</b>	<b>Theory</b>	<b>Units</b>
MCA 3001	Java Programming	1
MCA 3003	Software Engineering	1
MCA 3005	Fundamentals of Computer Algorithms	1
MCA 3007	Automata Theory	1
	Elective -I	1
	<b>Sessional</b>	
MCA 3002	Java Programming Laboratory	0.5
MCA 3004	Software Engineering Laboratory	0.5
<b>Total</b>		<b>6.0</b>

<b>SEMESTER - IV</b>		
<b>Code</b>	<b>Theory</b>	<b>Units</b>
MCA 4001	Compiler Design	1
MCA 4003	Data Communications and Computer Networks	1
MCA 4005	Soft Computing	1
MCA 4007	Computerized Financial Accounting	1
	Elective -II	1
	<b>Sessional</b>	
MCA 4002	Compiler Design Laboratory	0.5
MCA 4004	Computer Networks Laboratory	0.5
<b>Total</b>		<b>6.0</b>

<b>SEMESTER - V</b>		
<b>Code</b>	<b>Theory</b>	<b>Units</b>
MCA 5001	Computer Graphics	1
MCA 5003	System Simulation & Modelling	1
MCA 5005	Optimization Theory	1
MBA 1001	Principles of Management	1
	Elective -III	1
	<b>Sessional</b>	
MCA 5002	Computer Graphics Laboratory	0.5
MCA 5004	System Simulation & Modelling Laboratory	0.5
	<b>Total</b>	<b>6.0</b>

<b>SEMESTER - VI</b>		
<b>Code</b>	<b>Theory</b>	<b>Units</b>
MCA 6001	Project	6
	<b>Total</b>	<b>6.0</b>

	<b>Total Units</b>	<b>36</b>
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**Notes:**

- i. Students are required to choose at least two electives from the same group.
- ii. Students are advised to do their projects on the areas where major electives are chosen.

## List of Electives

<b>Group I: Database Technology</b>	
<b>Code</b>	<b>Theory</b>
MCA 7101	Distributed Databases
MCA 7102	Multimedia Databases
MCA 7103	Decision Support Systems
MCA 7105	Enterprise Resource Planning
MCA 7107	Data Mining and Data Warehousing

<b>Group II: Software Technology</b>	
<b>Code</b>	<b>Theory</b>
MCA 7201	Advanced Java Programming
MCA 7202	Web Programming
MCA 7203	Systems Programming
MCA 7204	Software Project Management
MCA 7205	Programming Language Design and Concepts
MCA 7207	Assembly Language Programming

<b>Group III: Cognitive Sciences and Intelligent Systems</b>	
<b>Code</b>	<b>Theory</b>
MCA 7301	Natural Language Processing
MCA 7302	Artificial Intelligence
MCA 7303	Genetic Algorithms & Swarm Intelligence
MCA 7304	Image Processing

<b>Group IV: Networking and Distributed Systems</b>	
<b>Code</b>	<b>Theory</b>
MCA 7401	Network Security and Cryptography
MCA 7402	Parallel & Distributed Computing
MCA 7403	Grid Computing
MCA 7404	Mobile Computing
MCA 7405	Wireless Technology

<b>Group V: Applications of Information Technology</b>	
<b>Code</b>	<b>Theory</b>
MCA 7501	Bioinformatics
MCA 7502	Multimedia and Animation
MCA 7503	E-Commerce
MCA 7504	Supply Chain Management

## Sec 11. Syllabus for the Online Entrance Test for MCA 2010

The MCA 2010 Online Entrance Test shall comprise of 120 questions to be answered in 2 hours. Questions will be of objective type with multiple choices out of which only one is correct. A candidate must select only the correct answer to score full marks. For each correct answer a candidate will earn 4 marks. For every incorrect answer one mark will be deducted. If a question has not been attempted no credit will be given. The questions will be distributed into various areas as follows and the detailed syllabus is given below:

Section	Subject	No of Questions
A	Mathematics	70
B	Analytical ability & Logical Reasoning	30
C	Computer Awareness	20
	Total	120

### Section A: Mathematics (70 questions – objective type)

- **Algebra:** Fundamental operations in Algebra, expansion, factorization, quadratic equations, indices, logarithms, arithmetic, geometric and harmonic progressions, binomial theorem, permutations and combinations, surds
- **Set Theory:** Sets and subsets, operations on sets, sequences, properties of integers, relations and functions
- **Matrix Algebra:** Elementary transformations, inverse of a matrix, rank, solution of simultaneous linear equations, eigenvalues and eigenvectors, quadratic forms
- **Co-ordinate Geometry:** Rectangular Cartesian co-ordinates, equations of a line, mid point, intersections etc., equations of a circle, distance formulae, pair of straight lines, parabola, ellipse and hyperbola, simple geometric transformations such as translation, rotation, scaling.
- **Calculus:** Limit of functions, continuous functions, differentiation of function(s), tangents and normals, simple examples of maxima and minima, integration of function by parts, by substitution and by partial fraction, definite integral application to volumes and surfaces of frustums of a sphere, cone, cylinder, Taylor Series.
- **Differential Equations:** Differential equations of first order and their solutions, linear differential equations with constant coefficients, homogenous linear differential equations.
- **Vectors:** Position vector, addition and subtraction of vectors, scalar and vector products and their applications to simple geometrical problems and mechanics.
- **Trigonometry:** Simple identities, trigonometric equations, properties of triangles, solution of triangles, height and distance, inverse function
- **Probability and Statistics:** Basic concepts of probability theory, averages, dependent and independent events, frequency distributions, and measures of dispersions, skewness and kurtosis, random variable and distribution functions, mathematical expectations, binomial, Poisson, normal distributions, curve fitting, and principle of least squares, correlation and regression
- **Linear Programming:** Formulation of simple linear programming problems, basic concepts of graphical and simplex methods, revised simplex method, transportation and assignment problems, duality and integer programming

## **Section B: Analytical Ability and Logical Reasoning: (30 questions – objective type)**

Questions in this section will test logical reasoning, quantitative reasoning, and visio-spatial reasoning

## **Section C: Computer Awareness: (20 questions – objective type)**

- **Computer Basics** :Organization of a computer, Central Processing Unit (CPU), Structure of instructions in CPU, input / output devices, computer memory, memory organization, back-up devices
- **Data Representation**: Representation of characters, integers, and fractions, binary and hexadecimal representations, Binary Arithmetic: Addition, subtraction, division, multiplication, 1's and 2's complement arithmetic, floating point representation of numbers, normalized floating point representation, Boolean algebra, truth tables, Venn diagrams
- **Computer Architecture**: Block structure of computers, communication between processor and I / O devices, interrupts
- **Computer Language**: Assembly language and high-level language, Multiprogramming and time-sharing operating systems, Computer Programming in C.
- **Flow chart and Algorithms**
- **Operating Systems**: Evolution of operating systems, types of operating systems, functions of an operating system, modern operating systems

## **Sec 12. Discipline, Rules & Regulations, Hostel and Medical Examination**

**Institute Rules & Regulations:** For details of Institute rules and regulations, please see booklet provided at the time of admission.

### **Discipline**

The Institute places a very high emphasis on discipline of students both inside and outside the campus. Students must abide by the Institute and Hostel rules and agree to conform to the rules and regulations enforced from time to time. They must not do anything either inside or outside the Institute that will interfere with its orderly governance, discipline and image. Students must attend lectures, tutorials and practical classes regularly. A minimum attendance of 75% in lectures, tutorials and sessionals for each subject is essential for appearing in the Semester Examinations. Thus, students should attend all theory and laboratory classes from the first day of the academic year. In case of absence due to unavoidable circumstances, students are advised to take prior permission from the Dean / Head. In case of absence due to illness, students will have to produce a Medical Certificate with an application from their parents or guardians. In such a case, parents/guardians or Hostel Warden should inform the authorities immediately. Students should strike a proper balance between extracurricular activities and academic requirements. A student's participation in extra-curricular activities should not be allowed to interfere in his/her academic schedule.

During teaching hours, the main lobby, the library, the corridors of the Institute and the area surrounding the Institute are to be observed as silence zones. Students must not cause any disturbance in these zones. Students must not indulge in any kind of misconduct or indiscipline or anti-social activities within or outside the campus. Students must not form a group causing any hindrance to the academic and administrative activities of the College. Those found doing so will be punished and strict disciplinary action will be taken by the authorities. Students shall not damage the property of the Institute. Cost of such damage will be recovered from students, parents/guardians of the students.

Students must always carry their Identity Card and produce it on request. In case of loss or damage of Identity Card, the concerned authorities should be informed immediately.

Students are not permitted to enter and use the laboratory / workshop / sports ground if they do not wear appropriate dress. For example, they should enter the laboratory only with apron, cap or mask as instructed. Students should park their cycles in an orderly manner at the cycle stands. Students should follow the rules of the Hostel Mess / Canteen. Students are advised to read the Notice Boards regularly.

Students are strictly prohibited from possessing or consuming spirits, tobacco products and narcotic drugs either within or outside the campus, and if found violating this will be rusticated immediately, without warning.

Ragging in any form inside or outside the campus is strictly prohibited by law. Any students found ragging other students will be summarily expelled from the Institute and dealt with as per the directive of Hon. Supreme Court/Hon. High Court.

**Each student must read the "UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009" on the UGC website, and the two affidavits provided with the regulation, one for the student and one for his /her parent, to be prepared on Non- Judicial Stamp Paper, one to be signed by the student and the other to be signed by his / her parent, and to be countersigned by Public Notary. Each student admitted to any of the Institute's programmes must submit the two completed affidavits at the time of admission. Printed copy of the UGC regulations and affidavit may be provided, if required, at the time of counselling.**

**Hostel**

Hostel facilities are provided only at Mesra, Patna and Deoghar Centres. All students admitted at these Centres are required to reside in one of the Institute hostels, to which they are allotted and must take food along with other inmates of the hostel in the common mess. There are separate hostels for girls students.

**Medical**

All selected students will be required to undergo medical examination by a Medical Officer of the Institute and their admission is subject to being found medically fit for the Programme. Therefore, candidates, for their own satisfaction, are advised to get themselves examined by a registered medical practitioner.

**Applicability of Regulations for the time being in force, Disclaimer and Legal Jurisdiction**

Notwithstanding the nature of a programme spread over more than one academic year, the regulations in force at the time a student joins a programme shall hold good only for the examinations held during or at the end of the semester. Nothing in these regulations shall be deemed to debar the Institute from amending the regulations subsequently and the amended regulations, if any, shall apply to all students old or new, as specified therein.

**Disclaimer**

The statements made in this Information Brochure and all other information, contained herein are believed to be correct at the time of publication. However, the Institute reserves the right to make at any or without notice, changes in and additions to the regulations, conditions governing the conduct of students, requirements for degree, fees and any other information, or statements contained in this Information Brochure. No responsibility will be accepted by the Institute for hardship or expense encountered by its students or any other person for such changes, additions, omissions or errors, no matter how they are caused.

**Legal Jurisdiction**

All disputes will be subject to jurisdiction of the Civil Courts at Ranchi city only.

**Sec 13. Addresses and contact details for BIT Mesra, and our Extension Centres  
at Allahabad, Jaipur, Kolkata, Lalpur and Noida**

The 3-year (6-semester) full-time MCA programme, which will commence in July 2010, will be offered at the Birla Institute of Technology, Mesra, and our Extension Centres at Allahabad, Jaipur, Kolkata, Lalpur and Noida.

The addresses and contact details for BIT Mesra, and our Extension Centres at Allahabad, Jaipur, Kolkata, Lalpur and Noida are given below.

<b>Centre</b>	<b>Addresses and contact details</b>
<b>Mesra</b>	Dean Admissions, Birla Institute of Technology, Mesra, Ranchi 835215 Phone: PBX: 0651-2275444 / 896, 2276249 / 267 / 432 - Extn 469, & 2275868 (D) Fax: 0651- 2275401, 2276007, e-mail: <a href="mailto:admissions@bitmesra.ac.in">admissions@bitmesra.ac.in</a>
<b>Allahabad</b>	Director, Birla Institute of Technology Extension Centre B-7, Industrial Area, P.O. TSL Naini, Allahabad 211010 Phone: 0532- 2686668 / 2687363, Fax: 2687554 City Office: 14 Tagore Town, Allahabad 211002, Phone: 2465518 <a href="http://www.bitallahabad.ac.in">http://www.bitallahabad.ac.in</a> , e-mail: <a href="mailto:bitecald@dataone.in">bitecald@dataone.in</a> / <a href="mailto:bitecald@bitallahabad.ac.in">bitecald@bitallahabad.ac.in</a>
<b>Jaipur</b>	Director, Birla Institute of Technology Extension Centre 27, Malviya Industrial Area, Jaipur 302017 Phone: 0141- 4019798 / 4019812, Fax: 2751601, e-mail: <a href="mailto:bitjaipur@bitmesra.ac.in">bitjaipur@bitmesra.ac.in</a>
<b>Kolkata</b>	Director, Birla Institute of Technology Extension Centre Southend Conclave, 1582, Rajdanga Main Road, 4th Floor (On Gariahat - E M bypass Connector, opposite Siemens Building) Kolkata 700107, Phone: 033 - 24414542 / 24414456, Fax: 24414299 e-mail: <a href="mailto:bitkolkata@bitmesra.ac.in">bitkolkata@bitmesra.ac.in</a>
<b>Lalpur</b>	Director, Birla Institute of Technology Extension Centre Lalpur, Ranchi 834001, Phone: 0651-2531817 / 2531676, Fax: 2531658 / 2531676 <a href="http://www.biteclalpur.ac.in">http://www.biteclalpur.ac.in</a> , e-mail: <a href="mailto:bitlalpur@bitmesra.ac.in">bitlalpur@bitmesra.ac.in</a>
<b>Noida</b>	Director, Birla Institute of Technology Extension Centre A-7 Sector-1, Noida 201301 Phone: 0120 - 2543484 / 2553661 / 3662, Fax: 2554146 <a href="http://www.bitnoida.in">http://www.bitnoida.in</a> , e-mail: <a href="mailto:webmaster@bitnoida.in">webmaster@bitnoida.in</a>

Please see our website for addresses and contact details of our other Centres

**Sec 14. Undertaking for candidates appearing for final examinations in 2010**

**Format of the Undertaking to be typed and submitted on Non- Judicial Stamp Paper, signed by Public Notary, at the time of admission by those candidates who are provisionally selected for the MCA Programme of the Institute, and who are appearing for their final examinations in 2010. Please fill in all blanks, select relevant items and delete whatever is not applicable.**

1. I, \_\_\_\_\_ S/o \_\_\_\_\_  
resident of \_\_\_\_\_ P.S. \_\_\_\_\_

Dist. \_\_\_\_\_ hereby declare that I am fully aware that minimum marks for admission to MCA Programme of the Birla Institute of Technology is 60% (45% for SC/ST) in Honours / aggregate of all subjects in all years in graduate level and therefore I shall be disqualified for admission to MCA Programme of Birla Institute of Technology, if I do not secure minimum 60% marks (45 % for SC/ST) in Honours / aggregate of all subjects in all years in graduate level or equivalent eligibility qualification.

2. I belong to SC / ST / OBC / General category (strike out whichever is not applicable)

3. I do hereby undertake that since I have been provisionally allowed to appear in the selection procedure to MCA Programme although my graduation / equivalent eligibility qualifying examination has not yet been published, I shall not insist on extension / conversion of the provisional admission, if

- i. I fail to secure minimum 60% marks (45% for SC/ST) in Honours / aggregate in all subjects in all the years in such graduation or equivalent eligibility qualifying examination, or
- ii. I fail to produce the official result by the 31<sup>st</sup> October 2010.

4. I undertake that all the certificates / documents submitted by me are authentic and are issued by competent authority.

5. I undertake that if at any time during the programme I am found not to be eligible for admission for not having required marks in Class 10 or Class 12 or graduation, my admission shall be cancelled.

Counter Signed

(Guardian)  
Name & Address in Block Capitals

Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

(Applicant)  
Name & Address in Block Capitals

Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Sec 15(a). Anti-ragging affidavit to be filled by student at the time of admission  
(to be prepared on Non- Judicial Stamp Paper – please see “UGC Regulations on Curbing the  
Menace of Ragging in Higher Educational Institutions, 2009”)**

I, \_\_\_\_\_, Roll No. - \_\_\_\_\_ s/o d/o  
Mr./Mrs./Ms. \_\_\_\_\_, having been admitted to  
Birla Institute of Technology, Mesra, Ranchi, have received a copy of the UGC Regulations on  
Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the  
“Regulations”) carefully read and fully understood the provisions contained in the said  
Regulations.

2) I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes  
ragging.

3) I have also, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully  
aware of the penal and administrative action that is liable to be taken against me in case I am  
found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote  
ragging.

4) I hereby solemnly aver and undertake that

a) I will not indulge in any behaviour or act that may be constituted as ragging under  
clause 3 of the Regulations.

b) I will not participate in or abet or propagate through any act of commission or omission  
that may be constituted as ragging under clause 3 of the Regulations.

5) I hereby affirm that, if found guilty of ragging, I am liable for punishment according to clause  
9.1 of the Regulations, without prejudice to any other criminal action that may be taken against  
me under any penal law or any law for the time being in force.

6) I hereby declare that I have not been expelled or debarred from admission in any institution in  
the country on account of being found guilty of, abetting or being part of a conspiracy to promote,  
ragging; and further affirm that, in case the declaration is found to be untrue, I am aware that my  
admission is liable to be cancelled.

Declared this \_\_\_\_\_ day of \_\_\_\_\_ month of \_\_\_\_\_ year.

\_\_\_\_\_  
Signature of deponent  
Name:

**VERIFICATION**

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the  
affidavit is false and nothing has been concealed or misstated therein.

Verified at \_\_\_\_\_ on this the \_\_\_\_\_ of \_\_\_\_\_, \_\_\_\_\_.  
(place) (day) (month) (year)

\_\_\_\_\_  
Signature of deponent

Solemnly affirmed and signed in my presence on this the \_\_\_\_\_ of \_\_\_\_\_,  
\_\_\_\_\_ after reading the contents of this affidavit.

**OATH COMMISSIONER**

**Sec 15(b). Anti-ragging affidavit to be filled by student's parent / guardian  
(to be prepared on Non- Judicial Stamp Paper – please see “UGC Regulations on Curbing the  
Menace of Ragging in Higher Educational Institutions, 2009”)**

I, Mr./Mrs./Ms. \_\_\_\_\_  
father/mother/guardian of \_\_\_\_\_ Roll No. -

\_\_\_\_\_, having been admitted to Birla Institute of Technology, Mesra, Ranchi, have received a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the “Regulations”), carefully read and fully understood the provisions contained in the said Regulations.

2) I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.

3) I have also, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against my ward in case he/she is found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.

4) I hereby solemnly aver and undertake that

a) My ward will not indulge in any behaviour or act that may be constituted as ragging under clause 3 of the Regulations.

b) My ward will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.

5) I hereby affirm that, if found guilty of ragging, my ward is liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against my ward under any penal law or any law for the time being in force.

6) I hereby declare that my ward has not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, the admission of my ward is liable to be cancelled.

Declared this \_\_\_\_\_ day of \_\_\_\_\_ month of \_\_\_\_\_ year.

\_\_\_\_\_  
Signature of deponent

Name:

Address:

Telephone/ Mobile No.:

**VERIFICATION**

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at \_\_\_\_\_ on this the \_\_\_\_\_ of \_\_\_\_\_, \_\_\_\_\_.  
(place) (day) (month) (year)

\_\_\_\_\_  
Signature of deponent

Solemnly affirmed and signed in my presence on this the \_\_\_\_\_ of \_\_\_\_\_, \_\_\_\_\_ after reading the contents of this affidavit.

OATH COMMISSIONER