BIRLA INSTITUTE OF TECHNOLOGY
(Deemed to be University u/s 3 of UGC Act 1956)
Mesra, Ranchi- 835215
Website: www.bitmesra.ac.in

Ref. Adm/ B.Tech., B.Arch. & I. MSc./CSAB 2023/01   **Date: 31st July 2023**

N O T I C E
Guidelines for Physical Reporting of the applicants who have been allotted a seat for B.Tech., B.Arch. and Integrated M.Sc. Programs (BIT Mesra) through JoSAA/CSAB 2023

We welcome all the selected students and their parents/guardian to BIT Mesra, who have been allotted a seat for admission to B.Tech., B.Arch. and Integrated M.Sc. Programs at Mesra campus through JoSAA/CSAB 2023.

Please note the following:

- The **physical reporting** activity will be carried out for the candidates who have secured their admission by paying the acceptance fees of JoSAA/CSAB 2023 **from 14th August to 21st August 2023 at BIT Mesra Campus**.

- Pay the balance Institute fee (for 1st semester), between **14th August to 21st August 2023**, using Online Payment Gateway through debit / credit card and net banking of any nationalized bank, only after the successful document verification during physical reporting.

  TOTAL FEES PAYABLE: [Details of breakup given in Annexure-II]
  - **B.Tech. – Rs. 2,50,200**
  - **B.Arch. - Rs. 2,61,700**
  - **Integrated M.Sc. - Rs. 1,64,700**

  Note:
  1. **Candidates may deduct initial fee paid to JOSAA/CSAB 2023 from the total fee to be paid (except the processing fees paid to JoSAA/CSAB).**

  2. Institute Balance Fee payment (after Fee Payment done at JoSAA/ CSAB 2023 Counselling) needs to be done by the candidate. The Institute Balance Fee demand shall be reflected at the ERP Portal.
  3. In addition to the above, students will also be required to pay mess advance at the time of joining the hostel.

- ENROLLMENT NUMBERS: Institute enrollment numbers will be issued to the students only after completion of document verification process and Institute Balance fee payment.

- **<u>COURSE REGISTRATION FOR THE 1ST SEMESTER:</u>** Every semester you need to register for the courses through our Institute ERP system. The same shall be done at the time of reporting.

- **<u>CLASSES</u>: Classes will commence tentatively from first week of September 2023.**

  ## <u>Documents required during verification</u>

  1. 2 passport size coloured photographs.
  2. Printout of Seat Allotment Letter.
  3. Photo ID proof as per Govt. India norms (In case of Photo on JEE Admit card not clear).
  4. Class X (High School) Board Certificate as proof of date of birth and Name of Candidate.
  5. Certificate and Marks sheet of qualifying examination 10+2 (Class XII).
  6. Admit Card and Score card of JEE (Main) issued by NTA.
  7. Proof of seat acceptance fee payment by Net Banking / Debit card / Credit card or State Bank of India e-challan
  8. Medical Report in the format included as per specified Format (as per Annexure 7 of JoSAA Business Rules available on the JoSAA portal).
  9. Certificate of category (SC/ ST), if applicable, issued by the competent authority in the prescribed format available at JoSAA Portal.
  10. Certificate of category of GEN-EWS, if applicable, is to be issued by the competent authority in the prescribed format available at JoSAA Portal. The certificate must have been issued on or after 1stApril 2022.
  11. Valid Certificate for Persons with Disabilities (PwD), if applicable (Format available at JoSAA Portal). The certificate should be issued from a duly constituted Medical Board. The certificate would be valid for a period of 5 years for those whose disability is temporary. For those who acquired permanent disability, the validity can be shown as permanent. Certificate not issued by a Medical Board or invalid / expired on the date of reporting shall not be accepted in any case. The minimum degree of disability should be 40% in order to be eligible for any concessions/benefits.
  12. One set of self-attested copies of all the documents listed above.
  13. Migration Certificate
  14. School Leaving / Transfer Certificate from the college / school last attended.
  15. Candidates are advised to keep enough attested copies of above documents / certificates for their future use.
  16. Please make sure that email id and mobile number provided in JoSAA/ CSAB are functional and available with you at the time of physical reporting.
  17. **Filling and submission of Anti-Ragging affidavit is mandatory for all students and procedure for the same is provided below as Annexure-I.**
  18. **Please carefully read the <u>Rules and Regulations</u> of the Institute and submit the signed Undertaking form available in Annexure – III (hard copy in Legal page, shall be provided at the time of Physical Reporting).**

Sd/-
Dean (AAC)

Note: Campus has very limited Guest House Accommodation, hence student and accompanying parents/ guardians are requested to arrange

Annexure - I

Procedure for submission of Anti-ragging Affidavit [during admission]

How can fill Online Affidavits and Why?

1. It is mandatory for every student and his/her parents to submit an anti-ragging affidavit at the time of admission. These are UGC's regulations.
2. It is the order of the Hon. Supreme Court that contact details of students must be collected from these affidavits and stored electronically at a central location.

It is a simple procedure comprising 3 Steps

Step 1: Log on to

www.ANTIRAGGING.in

or www.AMANMOVEMENT.org

Click on the button called 'Online Affidavits'

Step 2: Fill in the information as desired and submit the form.

Step 3: On successful completion, you will receive affidavits, both for Students and Parents, through E-mail.

Note:

- **If you do not have an E-mail address, please create one before you fill an affidavit forms.**
- If your mother or father or guardian does not have a phone, or a mobile phone or email then please give the numbers / email of their friends or relations or neighbors.
- If you do not have a mobile number, then please give the mobile number of your friend in the Institute.

  After filling this form successfully, you will receive the Student's Anti Ragging Affidavit and the Parents Anti Ragging Affidavit in your Email. Please print both the Affidavits, sign them yourself, request your parents to read the details and request them to sign their affidavit and then submit both to the Head of the Department of your allotted Department.

Fee Structures (Annexure-II)

Financial information and fees payable for the B.Tech. Program 2023 at BIT Mesra

(A) Fee payable at the time of admission and in each subsequent semester for B.Tech. Program

Particulars	1st Sem	2nd Sem	3rd Sem	4th Sem	5th Sem	6th Sem	7th Sem	8th Sem
Tuition Fee	131500	131500	145000	145000	160000	160000	175000	175000
Development Fee	9000	9000	10000	10000	11000	11000	12000	12000
Institute Exam Fee	7000	7000	7500	7500	8000	8000	8500	8500
Sub-Total (A) :	**147500**	**147500**	**162500**	**162500**	**179000**	**179000**	**195500**	**195500**
Hostel Seat Rent#, Electricity and Transport etc.	20000	20000	22000	22000	24000	24000	26000	26000
Sub-Total (B) :	**20000**	**20000**	**22000**	**22000**	**24000**	**24000**	**26000**	**26000**
Additional amount to be paid at the time of admission								
Admission Fee (One time only)	17700	-	-	-	-	-	-	-
Caution Money (One time only-Refundable)	10000	-	-	-	-	-	-	-
IT and Digital Infrastructure Charges (One time only)	55000							
Sub-Total (C) :	**82700**	-	-	-	-	-	-	-
GRAND TOTAL (A+B+C) :	**250200***	**167500**	**184500**	**184500**	**203000**	**203000**	**221500**	**221500**

Hostel fees are subject to revision in future

 * Fee payable at the time of Admission

Notes:

1.   Hostel mess charges may range from approximately Rs.3,500/- to Rs.4,000/- per month.

2.   In addition to the above, students will be required to deposit Hostel Caution Money* (One Time only - Refundable) of Rs.5,000/- and suitable mess advance at the beginning of each semester, which will be adjusted against their mess charges. For the July 2023 session, this mess advance* will be Rs. 30,000/- [total of Rs. 35,000/-]

*Hostel Caution Money (One Time only - Refundable) and Hostel Mess Advance (each semester) are **payable through SBI Collect in favour of "BIT Welfare Society"** payable at **Ranchi**.

3.   **All other payments must be made through online payment gateway. For details, please go through the instructions given on the Institute website. [Use netbanking or credit card to make the payment].**

4.   Students will be expected to provide themselves with stationery and textbooks, etc, as prescribed for different

subjects.

5.   The Institute reserves the right to revise the fees and other charges at any stage.

6.   For rules regarding refund of fees on withdrawal, please see separate Notice on Notice Boards.

B. Eligibility criteria for availing Fee Waiver for candidates admitted in the B.Tech. program:

% age of Tuition Fee Waiver	All India Rank (CRL Rank) range of JEE-Main	All India Rank (CRL Rank) range of JEE-Main
	General category Candidates	**SC / ST category Candidates**
100%	Upto 1,000	Upto 5,000
75%	1,001 – 2,500	5,001 – 15,000
50%	2,501 – 4,000	15,001 – 25,000

Note: Above mentioned rules shall be applicable from the date of Admission. Continuation of scholarship beyond first semester shall be based on GPA secured by student as per Institute norms.

Financial information and fees payable for the B.Arch. program 2023 at BIT Mesra

 (A)   Fee payable at the time of admission and in each subsequent semester for B.Arch. Program

Particulars	1st Sem	2nd Sem	3rd Sem	4th Sem	5th Sem	6th Sem	7th Sem	8th Sem	9_th Sem	10_th Sem
Tuition Fee	142000	142000	155500	155500	171000	171000	188500	188500	208000	208000
Development Fee	10000	10000	11000	11000	12000	12000	13000	13000	14500	14500
Institute Exam Fee	7000	7000	7500	7500	8000	8000	8500	8500	9000	9000
Sub-Total (A) :	**159000**	**159000**	**174000**	**174000**	**191000**	**191000**	**210000**	**210000**	**231500**	**231500**
Hostel Seat Rent#, Electricity and Transport etc.	20000	20000	22000	22000	24000	24000	26000	26000	28000	28000

Sub-Total (B) :	20000	20000	22000	22000	24000	24000	26000	26000	28000	28000
Additional amount to be paid at the time of admission										
Admission Fee (One time only)	17700	-	-	-	-	-	-	-	-	-
Caution Money (One time only-Refundable)	10000	-	-	-	-	-	-	-	-	-
IT and Digital Infrastructure Charges (One time only)	55000									
Sub-Total (C) :	82700	-	-	-	-	-	-	-	-	-
GRAND TOTAL (A+B+C) :	261700*	179000	196000	196000	215000	215000	236000	236000	259500	259500

Hostel fees are subject to revision in future

* Fee payable at the time of Admission

Notes:

1. Hostel mess charges may range from approximately Rs.3,500/- to Rs.4,000/- per month.

2. **In addition to the above, students will be required to deposit Hostel Caution Money* (One Time only - Refundable) of Rs.5,000/- and suitable mess advance at the beginning of each semester, which will be adjusted against their mess charges. For the July 2023 session, this mess advance* will be Rs. 30,000/- [total of Rs. 35,000/-]**

*Hostel Caution Money (One Time only - Refundable) and Hostel Mess Advance (each semester) are **payable through SBI Collect in favour of "BIT Welfare Society"** payable at **Ranchi**.

3. **All other payments must be made through online payment gateway. For details, please go through the instructions given on the Institute website. [Use netbanking or credit card to make the payment].**

4. Students will be expected to provide themselves with stationery and textbooks, etc, as prescribed for different subjects.

5. The Institute reserves the right to revise the fees and other charges at any stage.

6. For rules regarding refund of fees on withdrawal, please see separate Notice on Notice Boards.

B. Eligibility criteria for availing Fee Waiver for candidates admitted in the B.Arch. Program:

%age of Tuition Fee Waiver	All India Rank (CRL Rank) range of JEE-Main **General category Candidates**	All India Rank (CRL Rank) range of JEE-Main **SC / ST category Candidates**
100%	Upto 100	Upto 500
75%	101 - 200	501 – 1,000
50%	201 - 500	1,001 – 2,000

 Note: Above mentioned rules shall be applicable from the date of Admission. Continuation of scholarship beyond first semester shall be based on GPA secured by student as per Institute norms.

Financial information and fees payable for the Integrated M.Sc. Programs 2023 at BIT Mesra

(A)   Fee payable at the time of admission and in each subsequent semester for Integrated M.Sc. Programs

Particulars	1st Sem	2nd Sem	3rd Sem	4th Sem	5th Sem	6th Sem	7th Sem	8th Sem	9_th Sem	10_th Sem
Tuition Fee	51000	51000	56500	56500	62500	62500	69000	69000	77000	77000
Development Fee	4000	4000	4000	4000	4500	4500	5000	5000	5500	5500
Institute Exam Fee	7000	7000	7500	7500	8000	8000	8500	8500	9000	9000
Sub-Total (A) :	**62000**	**62000**	**68000**	**68000**	**75000**	**75000**	**82500**	**82500**	**91500**	**91500**
Hostel Seat Rent#, Electricity and Transport etc.	20000	20000	22000	22000	24000	24000	26000	26000	28000	28000
Sub-Total (B) :	**20000**	**20000**	**22000**	**22000**	**24000**	**24000**	**26000**	**26000**	**28000**	**28000**
Additional amount to be paid at the time of admission										

Admission Fee (One time only)	17700	-	-	-	-	-	-	-	-	-
Caution Money (One time only-Refundable)	10000	-	-	-	-	-	-	-	-	-
IT and Digital Infrastructure Charges (One time only)	55000									
Sub-Total (C) :	**82700**	-	-	-	-	-	-	-	-	-
GRAND TOTAL (A+B+C) :	**164700***	**82000**	**90000**	**90000**	**99000**	**99000**	**108500**	**108500**	**119500**	**119500**

Hostel fees are subject to revision in future

* Fee payable at the time of Admission

Notes:

1. Hostel mess charges may range from approximately Rs.3,500/- to Rs.4,000/- per month.

2.   In addition to the above, students will be required to deposit Hostel Caution Money* (One Time only - Refundable) of Rs.5,000/- and suitable mess advance at the beginning of each semester, which will be adjusted against their mess charges. For the July 2023 session, this mess advance* will be Rs. 30,000/- [total of Rs. 35,000/-]

*Hostel Caution Money (One Time only - Refundable) and Hostel Mess Advance (each semester) are **payable through SBI Collect in favour of "BIT Welfare Society"** payable at **Ranchi**.

3.   All other payments must be made through online payment gateway. For details, please go through the instructions given on the Institute website. [Use netbanking or credit card to make the payment].

4.   Students will be expected to provide themselves with stationery and textbooks, etc, as prescribed for different subjects.

5.   The Institute reserves the right to revise the fees and other charges at any stage.

6.   For rules regarding refund of fees on withdrawal, please see separate Notice on Notice Boards.

Annexure III

BIRLA INSTITUTE OF TECHNOLOGY
DECLARATION / UNDERTAKING FROM THE STUDENT

I, Mr./Ms.................................……………………., Roll No. ....

S/o or D/o.., student of program.............................…,

Department of.. permanent resident

of...

....

....…..

Phone No: ....Email ...., do

hereby undertake on this the............… (Day), of ....… (Month)............. (Year), as under: -

• I hereby declare that I have gone through the rules and regulations for students available in the BIT Mesra website and hereby promise to abide by the same.

• I shall also abide by the rules and regulations concerning admission, anti-ragging, sexual harassment, attendance, discipline, ethics, hostel, etc. and follow the **Code of Conduct** prescribed for the students as currently in force and subsequent changes/modifications/amendment made thereto.

• I shall refrain from consuming any contraband or prohibited substance and indulging in any untoward or obscene action that may vitiate the atmosphere or offend the campus and hostel residents.

• I hereby declare that I will neither join in any agitation/strike for the purpose of forcing the authorities of the Institute to address any problem, nor I will participate in any activity which may disturb the peace, harmony and tranquillity of the academic environment of the campus and/or its Hostel premises.

• I hereby acknowledge that I shall be liable for expulsion forthwith from the program on being found involved in or committing any offence cognizable and punishable under the **Narcotic Drugs and Psychotropic Substances** Act, 1985.

• I hereby declare that I shall be solely responsible for my involvement in any kind of **unlawful activities** whether inside or outside the campus and shall be liable for punishment as per the law of the land. I further understand that the Institute shall in no way provide any support to me and will not be held responsible for my any such action from my side.

• I acknowledge that the management has the authority for taking punitive actions against me for **violation or non-compliance** of the same.

• Above all, I pledge that I shall make every effort to uphold the dignity, reputation and glory of this Institute and the ethical and moral standards of the engineering profession all my life.

Signature of student | Name of Parent:

| Relation with student:
Place | Phone No.
Date: |

| Signature

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