BIRLA INSTITUTE OTECHNOLOGY

(Deemed to be University u/s 3 of UGC Act 1956)

Mesra, Ranchi- 835215

Website: www.bitmesra.ac.in

Ref. Adm/2023-24/   Date: 31st July 2023

N O T I C E
(updated on 20th August 2023)

Guidelines for the physical Reporting of UG/ Integrated M.Sc. Programs Through JoSAA/ CSAB and Institutional Counselling 2022-23.

We welcome all the Students to BIT Mesra, who have been allotted a seat for admission to B.Tech., B.Arch., Integrated M.Sc. and B.Pharmacy at Mesra (Main) Campus.

Tentative Schedule for Physical Reporting:

Program	Date & Reporting (from 10:00 AM to 5:00 PM)
B.Tech., B.Arch. and Integrated M.Sc.(*Allotted through JoSAA/ CSAB - 2023*)	Any day between 14th August to 21st August 2023 (Please refer the separate guidelines issued for JoSAA/ CSAB Candidates) (15th August 2023 is also open)
B.Pharmacy, BC I and BC II Candidates	22.08.2023
Bachelor of Technology, B. Arch, Integrated M.Sc. (*Allotted through Institute Counselling/ JKPMSSS/ NRI/OCI/FN*)	29.08.2023

For those students whose Physical document verification is completed, and Roll Number is allotted, may directly proceed for course Registration and Hostel Room Allotment.

- **ENROLLMENT NUMBERS:** Institute enrollment numbers will be issued to the applicants after completion of document verification process.

- **COURSE REGISTRATION FOR THE 1ST SEMESTER:** 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>HOSTEL ROOM ALLOTMENT:</u> In addition to the above, applicants will also be required to pay mess advance (Rs. 35000/-) at the time of joining the hostel.

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

<u>**Documents required during physical document verification**</u>

1. 02 Passport Size Photograph

2. Class X (High School) Board Certificate as proof of date of birth and Name of Candidate.

3. Certificate and Marks sheet of qualifying examination 10+2 (Class XII)

4. Admit Card and Score card of JEE (Main)/ NEET-UG issued by NTA.

5. Proof of seat acceptance fee payment by Net Banking / Debit card / Credit card or State Bank of India e-challan

6. Certificate of category (SC/ST), if applicable, issued by the competent authority.

7. Certificate of category of GEN-EWS, if applicable, is to be issued by the competent authority. The certificate must have been issued on or after 1st April 2023.

8. Certificate of category of (EBC/OBC), if applicable, is to be issued by the competent authority. The certificate must have been issued on or after 1st April 2023.

9. Valid Certificate for Persons with Disabilities (PwD). 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.

10. One set of self-attested copies of all the documents listed above.

11. Migration Certificate

12. School Leaving / Transfer Certificate from the college / school last attended.

13. Candidates are advised to keep enough attested copies of above documents / certificates for their future use.

-Sd-
(Dr. Sudip Das)
Dean, Admission Accreditation & Coordination