

## How to Apply and Selection Procedures

### How to Apply:

1. Interested and eligible candidates of the NRI / OCI / FS category, who wish to apply for admission to an academic program listed in Section 1, may apply online.
2. To fill online application form, click on the link “**APPLY ONLINE**” to register and create password for the application process. Do not share the password with anybody. [Please refer instructions for filling online application form.](#)
3. To apply for any program, eligible candidates must complete and submit the application through online only.
4. Pay the application fee of USD 250 (Non-refundable) through electronic transfer to Birla Institute of Technology, A/c No. **0063102000033901**, with IDBI Bank Ltd., Main Road, Ranchi, and Swift Code No. **IBKLINBB017** (Note: Please pay banking charges, if any).

### Payment through DD will not be accepted.

[Note: For procedures of electronic payment of fees after admission, please contact Dy. Finance Officer on +91-651-2275808 or email: [dy.fo@bitmesra.ac.in](mailto:dy.fo@bitmesra.ac.in)]

5. Send the filled-in application form along with required documents [please refer required list of documents] by email as an attachment [including scan of receipt of electronics transfer] at [admissions@bitmesra.ac.in](mailto:admissions@bitmesra.ac.in).
6. Handwritten form will not be accepted.
7. Candidates are requested to go through the eligibility criteria, rules and regulations, details of fees, maintenance costs and other conditions given in this Brochure as well as on our website <http://www.bitmesra.ac.in> before submitting their applications.

### Selection Procedures:

Upon receipt of filled-in application form along with required enclosures as an attachment by e-mail and if found eligible for admission, will be sent an offer letter for provisional admission by email as per the dates mentioned above, provided that the seat of choices sought are not yet filled (please refer important dates).

### Undergraduate programs:

Provisional selections to B.Tech. B.Pharm., B.HMCT and Integrated M.Sc. programs will be based on percentage of marks obtained by the candidates in Class X and XI or equivalent examination (aggregate marks). In case of a tie, candidates will be decided based on marks obtained by the candidates in Mathematics, Physics and Chemistry at Class X and XI level (aggregate).

The provisional selection of appearing candidates will be cancelled automatically, if candidate failed to submit the proof of passing the Class XII / equivalent examination with minimum 60% marks and Certificate of NRI / OCI / SFFS from the Competent Authority at the time of reporting for admission.

The provisional selection/offer letter with allocated seat/branch will be cancelled, if candidate failed to submit the first semester fee of **USD 4500 on or before 15<sup>th</sup> June 2021**. The allocated seat will be given to wait-listed candidates. **Fees once submitted are non-refundable in any case.**

### **Postgraduate programs:**

Provisional selections to all postgraduate programs will be based on percentage of marks obtained by a candidate in Class X, XII and Graduation/Postgraduation. The Candidates should have minimum 60% marks throughout in Class X, XII and Graduation/ Postgraduation. Candidates appearing for qualifying examination (graduation / postgraduation) may also apply, subject to have minimum percentage of marks (above 60%) upto pre-final year of graduation/ postgraduation.

#### **Note:**

- Marks to be computed as per norms/policy of the respective Board / Authority conducting the examination.
- Upon receipt of the offer letter for provisional admission from our Office, candidates will be required to transfer of USD 250 towards admission fee [one-time non-refundable] to confirm the seat allotted to them.
- Candidates will also be required to deposit admission cum semester fee through electronic transfer through “SWIFT” before 15<sup>th</sup> June 2021.
- In the last week of July 2021 [“between 19-23 July 2021”], candidates along with father/ mother in person are expected to produce the original application form along with all required documents in original for completing the admission process. [For the aforesaid purpose, it is advisable that the appointment may be sought for a date of earliest convenience].
- Fees once submitted are non-refundable.