INFORMATION BROCHURE 2017

for

Admission to

3-year (6-Semester) full-time
B.Sc. Animation & Multimedia Programme 2017-2020

at

Birla Institute of Technology
Jaipur and Noida Campuses

BIRLA INSTITUTE OF TECHNOLOGY
(Deemed University under section 3 of UGC Act 1956)
Mesra, Ranchi - 835215
Jharkhand, India
Website: http://www.bitmesra.ac.in

IMPORTANT DATES

BIT Jaipur Campus

Filling of Online form commences from	**05 May 2017**
Last date to Apply Online	**15 June 2017**
Display of list of eligible candidates for document verification, Counselling, aptitude test and interview [to be displayed on the Institute website and Notice Boards of the campus]	**16 June 2017**
Date of Aptitude Test, Interview and counselling	**22 June 2017, at 10.00 AM**
Declaration of list of provisionally selected candidate for admission [to be displayed on website & institute notice board of the campus]	**22 June 2017, by Evening**

BIT Noida Campus

Filling of Online form commences from	**05 May 2017**
Last date to Apply Online	**15 June 2017**
Display of list of eligible candidates for document verification, Counselling, aptitude test and interview [to be displayed on the Institute website and Notice Boards of the campus]	**16 June 2017**
Date of Aptitude Test, Interview and counselling	**24 June 2017, at 10.00 AM**
Declaration of list of provisionally selected candidate for admission [to be displayed on website & institute notice board of the campus]	**24 June 2017, By Evening**

Classes will commence from 13 July 2017 at both Campuses

Note:

1. **All the dates mentioned above are tentative, and liable to be changed. Hence, please check Institute website periodically.**

2. **Please fill and submit the application online only, take printout of the same and retain with you as the same will be required to produce at the time of reporting for Aptitude Test and Interview.**

Admission to B.Sc. Animation & Multimedia– Introduction & How to Apply

Programme Overview

The B.Sc. Animation & Multimedia programme is a three year (six semesters) degree course currently offered at BIT Jaipur and BIT Noida Campuses. This is a programme of six semesters and on successful completion the student will be awarded a Degree of B.Sc. Animation & Multimedia.

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

- To start online application, click on the link **"Apply Online"**, create **'username'** and **'password'** when prompted. Do not share the username and password with anyone.

- To apply for B.Sc. Animation & Multimedia programme, eligible candidates must complete and submit the application online only [the link is available on Institute website www.bitmesra.ac.in]. Pay application fee of Rs.1,500/- (General candidates) or Rs.1,000/- (SC/ST candidates) through State Bank Collect - net banking or debit/credit card of any nationalized bank in favour of "**Birla Institute of Technology**" within the given time period. **[Fee once remitted shall not be refunded under any circumstances]**.

- **Use separate application form, in case applying for both Campuses and pay additional application fee.**

Important Instructions:

1. At the time of reporting for Aptitude Test and Interview, candidates will be required to produce originals of Pass Certificate of Class 10, Marksheets of Class 10 and Class 12, as well as Caste or Special Category certificates in proper format signed by appropriate authority (please see relevant section).

2. Candidates should proceed to fill the Online Application Form only after they satisfy themselves that they fulfill all the eligibility criteria.

3. Candidate must have adequate proficiency in written & spoken English to cope with the programme as all instruction and examinations will be in English only.

Form / Application Numbers:

The Form / Application numbers on each online application form may be noted and cited in correspondence if required. **No individual intimation will be sent to candidates.**

Aptitude Test & Interview:

The Campus-wise list of candidates to be called for Aptitude Test and Interview will be notified on the Institute website as dates mention above. **No individual intimation will be sent to candidates.**

For queries about admission related procedures, please contact the Admission Office of the respective Campus.

Eligibility Criteria:

- Candidates must have passed Class12 / Equivalent Qualifying Examination with minimum 50% (45% for SC/ST/ PwD) marks (average of 4 core subjects)

- Percentage of marks in Class12 / Equivalent Qualifying Examination to be computed as average of English + Best 3 other core subjects.

Notes:

- Only those candidates whose date of birth falls on or after 1 October 1992 in case of General category and 1 October 1987 in case of SC/ST/PwD are eligible for admission. Date of Birth as recorded in the Secondary Education Board Class X (High School) certificate only will be considered as authentic.

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

- In case any Board awards grades instead of marks, the calculation of equivalent marks would be based on the procedure prescribed by the Board.

- At any level of the studies [Class X or Class XII], a candidate / applicant must have passed all the required subjects at that level from the same Board.

Counselling & Selection Procedure:

Based on the data provided in their application forms, the list of eligible candidates will be notified on our website and updated when required. Candidates will be shortlisted for counselling, Aptitude Test and Interview on the basis of their Marks in Class XII, and fulfill the eligibility criteria mentioned in the preceding selection and our advertisement / notification(s) on our website. Date for Aptitude Test and Interview is given in Important Dates column.

Candidates have to appear for Document verification, Counselling, aptitude test and interview at the center of their choice (BIT Jaipur Campus / BIT Noida Campus)

Selection Procedure:

Selection will be based on marks obtained in the required subject in Class 12/QE and performance in Creative Aptitude Test & Interview.

Weightage of marks considered in merit list is 40% for creativity aptitude test +10% Interview + 50% for Class 12 marks.

Aptitude Test & Interview for B.Sc. Animation & Multimedia Program 2017

The aptitude test and interview for B.Sc. Animation & Multimedia Programme 2017 will be held at BIT Jaipur and BIT Noida Campuses on the notified date. Students' must report at 10 a.m.. Answer sheets will be provided to the students. Students will have to **carry their own pencil / colour pencils / crayons** with them. The questions will test the drawing skills, creative abilities and writing skills of the students. The interview will be held immediately after the aptitude test. The students are recommended to bring their portfolio (sketches & drawings) if they have it at the time of the interview.

Provisional selection lists, along with procedures for admissions, will be notified the day after the Aptitude Test and Interview, on the Institute website and Notice Board of the   Respective BIT Campus only. **No separate intimation will be sent to candidates.** Provisionally selected candidates will be required to take admission by the dates given. Seats remaining vacant will be allotted to waitlisted candidates. The list of waitlisted candidates will also be announced on the Institute website and Notice Board of the respective BIT Campus.

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.**

Cancellation of Admission Offer:
- The admission of a candidate will be automatically cancelled
   (a) if any information provided in the application form is found incorrect or missing.
   (b) those who fail to submit the marksheet of Class XII or equivalent qualifying
       examination in time as stipulated.

Note: Eligible SC/ST, OBC, PwD students admitted to above programmes at any of the Campus should submit their scholarship form in the Scholarship Section of the Campus for the academic year by February for processing scholarship to SC/ST, OBC, PwD students each year, as per UGC guidelines.

List of documents to carry at the time of reporting for Aptitude test and Interview

1. A print-out of the duly completed online form (original copy)

2. One recent colour photograph –[same as uploaded on the form]

3. **Payment receipt towards application fee of Rs.1,500/- (General) and Rs.1,000/- (SC/ST) candidates (non-refundable)**

4. **Original of the following documents / certificates:** Candidates must carry the originals of the following documents at the time of reporting for Admission cum Document Verification as well as one set of photocopies:

   a) Pass certificate of Class X (for age proof)

   b) Marksheet of Class X

   c) Marksheet of Class XII / Intermediate or equivalent

   d) Caste certificate (if applicable), which **should be in proper format and signed by appropriate authority of rank not less than SDO.**

   e) Candidates belonging to other special categories (Persons with Disability [PwD] / Ward of BIT Employee / Kashmiri Migrant) must provide photocopy of certificate in proper format from appropriate authority.

   f) Photo identification: (Driving license, Passport, PAN Card, Voter ID, Aadhaar Card, School / College ID, are acceptable)

Without original of above documents / certificates, no candidates will be permitted to appear in the Aptitude test and Interview.

If provisionally admitted, all the above documents in original (except the original Photo ID) together with photocopies will be retained by the Institute for some time.

Total number of Seats, Reservations and Distribution of seats

Campus	Home State	All India
BIT Jaipur	20	20
BIT Noida	20	20

Reservations:

1. For all programmes at the Institute which are supported by any of the respective State Governments, the reservation criteria for the state quota are as per the norms of the respective State Government.

2. For all other programmes the reservation criteria for SC & ST are as per the statutory norms of Central Govt. (SC -15% & ST - 7.5%)

3. The Institute observes statutory reservation for Persons with Disability (3%).

4. Upto 6% of the seats at its all Off Campuses are reserved for candidates who are sons and daughters of serving employees of BIT, who otherwise have qualified for admissions.

5. Upto 1 seat at its all Off Campuses is reserved for candidates who are Sons or Daughters of Kashmiri Migrant who otherwise have qualified for admissions.

6. At BIT Jaipur and BIT Noida Campuses 50% of the total seats are reserved for candidates who have passed / are appearing for their qualifying examination (Class XII) from the state in which Campus is located. (The "State of Eligibility" of a candidate for the purpose will be determined on the basis of location of his/her School / College where (s)/he has passed/is appearing for the qualifying examination / Class XII).

   [In case sufficient numbers of suitable candidates from any group are not available, the Institute reserves the right to fill the seats from the other group].

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

Notes:
1. **The Institute reserves the right to lower the intake in a programme without showing any reason.**
2. **The Institute also reserves the right not to offer a particular programme in case the number of students found to be eligible / admitted is less than 30% in number.**

Examples for selecting the state of eligibility from drop down box while filling online application form:

	State of Eligibility
Class XII / Qualifying examination from Jharkhand	**Jharkhand**
Class XII / Qualifying examination from Rajasthan	**Rajasthan**
Class XII / Qualifying examination from West Bengal	**West Bengal**
Class XII / Qualifying examination from Uttar Pradesh	**Uttar Pradesh**
Class XII / Qualifying examination from Delhi	**Delhi**
Class XII / Qualifying examination from Andhra Pradesh	**Andhra Pradesh**

Financial Information
for the full-time B.Sc. Animation and Multimedia programme

Fee payable at the time of admission and in each subsequent semester

Particulars	1st Sem	2nd Sem	3rd Sem	4th Sem	5th Sem	6th Sem
Tuition Fee	61500	61500	68000	68000	75000	75000
Development Fee	4500	4500	4500	4500	5000	5000
Institute Exam Fee	4500	4500	5000	5000	5500	5500
Total	**70500**	**70500**	**77500**	**77500**	**85500**	**85500**
Additional amount to be paid at the time of admission:						
Admission Fee (One time only)	**10000**	-	-	-	-	-
Caution Money (One time only-Refundable)	**5000**	-	-	-	-	-
G. Total	**85500***	**70500**	**77500**	**77500**	**85500**	**85500**

* Fees payable at the time of admission

Notes:

1. All fees must be paid by **crossed Demand Draft in favour of "Birla Institute of Technology"**

   Payable at **Jaipur (for admission at BIT Jaipur Campus), and**

   Payable at **Noida (for admission at BIT Noida Campus)**

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

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

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

NB: Students may also pay the admission fee online through State Bank Collect. For details, please visit Institute website www.bitmesra.ac.in.

The B.Sc. Animation and Multimedia Programme

The Birla Institute of Technology was the first institute in India to set up a full-fledged degree course in B.Sc. (Animation & Multimedia) in 2004. The Animation industry in India is breaking through into a prosperous era, offering exclusive career opportunities. There is an acute shortage of professionals in Animation and Gaming. The course specializes in the rapid development of artistic skills, necessary for achieving a successful career in animation and multimedia. There are ample job opportunities after graduation such as 2D OR 3D Character Animator, Script Writer, Storyboard Artist, Modelor, Rigger, Texture and Lighting Artist, Compositor, VFX Artist, Editor, Pre –Production Designer, Game Designer, Matt Painter, Graphics Designer and Live Action or Documentary film makers.

The fundamental philosophy of the course is to impart to the students a variety of skills and knowledge required for diverse range of career options in animation and multimedia. The course is designed in such a way that it covers all aspects of animation and graphics of Animation Film Making Process. Students get in –depth knowledge of different mediums in Animation and Graphics such as 2D Classical & Digital Animation, Concept, Character & Story Board Designing ,3D Character Animation & Modeling, Graphics & Web designing and Audio – Video Production. The course covers all technologies from basic clay modeling to computer edge computer modeling. Sufficient technical and industry focused education is imparted to enable student to enter relevant professionals fields or pursue higher studies in this field. For higher studies BIT Jaipur Campus offers M.Sc. in Animation Design and Ph.D. Programme in A&M.

Academic System:

The 3 years full time program adopts a Semester system comprising of two semesters (Monsoon and Spring) in an academic year. The Monsoon semester is held during July to December while the Winter Semester is from January to May with sixteen weeks of class in each semester.

Discipline, Rules & Regulations (including UGC Regulations on Ragging) 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 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 report signed by attending Physician / Surgeon with an application from their parents or guardians. In such a case, parents/guardians 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 / obstacle 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 Institute. 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 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. Each student admitted to any of the Institute's programmes must submit the two completed affidavits [one from candidate and one from parents] at the time of admission. [for details please see last page of this document].

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:

In Force

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.

Contact Details:

Campus	Addresses and contact details
Mesra	Dean Admissions & Academic Coordination Birla Institute of Technology Mesra, Ranchi - 835215 Phone: PBX: 0651-2275444 / 896 / 2276496, Extn 4469, & 2275868 (D) Fax: 0651- 2275401, 2276007 e-mail: admissions@bitmesra.ac.in
Jaipur	Director, Birla Institute of Technology Campus 27, Malviya Industrial Area, Jaipur 302017 Phone: 0141– 4019798 / 4019819, Fax: 2751601 e-mail: bitjaipur@bitmesra.ac.in
Noida	Director, Birla Institute of Technology Campus A-7, Sector-1 Noida 201701 Phone: 0120-2440408 / 4264080/ 4263080 / 2553661 / 3662, Fax: 2554146 e-mail: bitnoida@bitmesra.ac.in

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

Anti-ragging Affidavit

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 'On line 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 during admission.