



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/2022-23/3

Date: 18th November 2022

NOTICE

Guidelines for the physical Reporting of Special Round UG/ IMSc. Programs Through Institutional Counselling 2022-23(List 1)

We welcome all the applicants to BIT Mesra, who have been selected for admission to B.Tech., B.Arch., Integrated M.Sc., B.Pharmacy.

Schedule for Physical Reporting:

Program	Date & Reporting (from 9:30 AM to 5:00 PM)
B.Pharm., Bachelor of Technology, B. Arch, Integrated M.Sc.	23.11.2022

Admission/ Semester Fee Payment Link shall be shared only after the Physical Reporting and Document Verification of candidates as per above schedule.

- **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.
- **HOSTEL ROOM ALLOTMENT:** In addition to the above, applicants will also be required to pay mess advance (Rs. 25000/-) at the time of joining the hostel.

☐ **Fee Structure** Visit below link:

<https://bit.ly/3V6y02A>

- **OFFLINE CLASSES:** The mode of conduction of classes and other academic activities will be offline. **OFFLINE Classes will commence from 21st November 2022.**

- **PHYSICAL VERIFICATION OF DOCUMENTS:** Verification of documents will be conducted at a immediately after the payment of the Balance Admission Fees. In case if any information/document provided by the applicant is found to be incorrect / inaccurate / false, the admission of such applicants is liable to be cancelled and all fees paid by the applicant shall be forfeited. Decision of the Vice Chancellor, BIT Mesra will be final in such matters.

Documents required during verification

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 2022.
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 2022.
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 sufficient number of attested copies of above documents / certificates for their future use.

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(Dr. Sudip Das)

Dean, Admission Accreditation & Coordination