



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/2024-25/1-A

Date: 30th Aug 2024

NOTICE

Guidelines for the Physical Reporting of B.Tech/B.Arch/ Integrated M.Sc. Programs Through Institutional Counselling 2024-25.

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)
Bachelor of Technology, B. Arch, Integrated M.Sc. (Allotted through Institute Counselling)	03.09.2024- From 10:00 AM to 05:00 PM

TOTAL FEES PAYABLE: [Fee Structure- 2024]

- B.Tech. - Rs. 2,71,500
- B.Arch. - Rs. 2,79,000
- Integrated M.Sc. - Rs. 1,77,500

Particulars	B.Tech.	B.Arch.	Integrated M.Sc.
Tuition Fee	144000	151000	56000
Development Fee	10000	10500	4000
Institute Exam Fee	7500	7500	7500
Sub-Total (A) :	161500	169000	67500
Hostel Seat Rent#, Electricity and Transport etc.	20000	20000	20000
Sub-Total (B) :	20000	20000	20000
Additional amount to be paid at the time of admission			
Admission Fee (One time only)	20000	20000	20000
Caution Money (One time only-Refundable)	10000	10000	10000
IT and Digital Infrastructure Charges (One time only)	60000	60000	60000
Sub-Total (C) :	90000	90000	90000
GRAND TOTAL (A+B+C) :	271500*	279000*	177500*
# Hostel fees are subject to revision in future			
* Fee payable at the time of Admission			

Please Note:

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 2024 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.

Note:

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

- **ROLL NUMBERS:** Institute roll 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. 35000/- including caution money) at the time of joining the hostel.

Documents required during physical document 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)
5. Photocopy of Academic Bank of Credit (ABC) card
6. Proof of seat acceptance fee payment by Net Banking / Debit card / Credit card or State Bank of India e-challan
7. Certificate of category (SC/ST), if applicable, issued by the competent authority.
8. 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 2024.
9. 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 2024.
10. 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.

11. One set of self-attested copies of all the documents listed above
12. Migration Certificate
13. School Leaving / Transfer Certificate from the college / school last attended
14. Candidates are advised to keep enough attested copies of above documents / certificates for their future use

Anti Ragging Affidavit

The students must report to the Anti Ragging verification desk after the course registration, failing to do so, the ERP Account of the respective student shall be blocked.

Anti Ragging Link: https://www.antiragging.in/affidavit_university_form.php

University and Course Details:

1. University Director/Vice Chancellor: **Prof. Indranil Manna**
2. University Phone Number (+91)*: **0651-2276070**
3. Details of the course (UG/PG/Diploma)*: **UG**
4. Name of the Course *: **To be filled by student**
5. Current year of study*: **1**
6. University Landline Number (Optional): **May be left blank**
7. Number of students in your class: **May be left blank**
8. Nearest Police Station to your University*: **BIT MESRA O.P.**
9. Anti Ragging Toll Free Number: **18001805522**

Send the softcopy of Anti Ragging affidavit to antiragging@bitmesra.ac.in

Academic Bank of Credit (ABC) Id Creation

The students who have not created their Academic Bank of Credit (ABC) Id, they are advised to create the same as per below mentioned process.

Creation of ABC ID

Here is the complete process to make student registration and login at Academic Bank of Credit

Website: -

Step 1: Go to the website at <https://www.abc.gov.in>

Step 2: Go to the “Account” section and click at the “Student” link.

Step 3: Then Sign up with DigiLocker and complete the ABC Scheme student registration process by providing the requisite details.

Now student can sign in to the DigiLocker and can download with his/her ABC ID card from ABC console.

Follow up for Students:

- Visit the ABC website www.abc.gov.in to understand the ABC Scheme completely.
- Read out the instructions and guidelines regarding registration process through Aadhar Number on Digi Locker.
- Download and install Diglocker from the Google play store/Apple Store.
- All the academic credentials including credit courses and transcripts, certificates, degrees will be available on the institutional NAD portal and Digi-locker in future.

-Sd-

(Dr. Sudip Das)

Dean, Admission Accreditation & Coordination