Instructions to 1st Year M. Tech. Students regarding Institute Reporting/Admission for the Academic Year 2017-18.

Reporting details:

Reporting Dates: As per the latest schedule of CCMT-2017, 26th June, 2017 to 29th June, 2017.

Reporting Time: 9.30 AM to 5.00 PM.

1. **Documents Required:**
   I. Document Verification Certificate/Change in Willingness Form issued by the Reporting Centre to the Candidate from first round to third round.
   II. Printout of provisional admission letter issued by CCMT-2017.
   III. **Following documents in original for verification along with one set of self-attested photocopies**:
      (a) Photo ID proof as per Govt. of India norms.
      (b) GATE Score Card (2015/2016/2017).
      (c) Class X (High School) Mark Sheet and Certificate.
      (d) Class XII (Intermediate) Mark Sheet and Certificate.
      (e) All semesters mark sheet of qualifying examination (B.Tech./B.E.).
      (f) Degree Certificate/ Provisional Degree Certificate of qualifying examination (B.Tech./B.E.). If not available undertaking for late submission.
      (g) Proof of payment of seat acceptance fee Rs. 20,000/-.
      (h) Proof of payment of seat confirmation fee Rs. 10,000/-.
      (i) Certificate of category (SC/ST), if applicable, issued by the competent authority in the prescribed format (Central Govt. format) available at CCMT-2017 website.
      (j) Certificate of category of OBC (Central list), if applicable, is to be issued by the competent authority in the prescribed format (Central Govt. format), available at CCMT-2017 website, and should clearly mention that the candidate belongs to Non Creamy Layer. **The certificate should have been issued in financial year 2017-18. viz 1st April 2017 to 31st March 2018.**
      (k) Certificate for Persons with Disabilities (PWD) in the prescribed format, if applicable. The certificate should be issued from a duly constituted Medical Board.
      (l) Transfer Certificate **(Original to be submitted at the time of admission)**/ if not available undertaking for late submission.
      (m) Migration certificate **(Original to be submitted at the time of admission)**/ if not available undertaking for late submission.
      (n) Latest Character Certificate from the Institute last attended.
      (o) Nine Passport size color photographs.

2. **Fees Payment Instructions:**

   Institute fee:

(i) For GEN/OBC category students	-	Rs. 31,400/-
(ii) For SC/ST category students	-	Rs. 30,900/-
		OR
		Rs. 5,000/-*

   * As per the guidelines of Govt. of India, MHRD, tuition fees (Rs. 35,000/-) may not be charged from the SC/ST candidates at the time of admission. However, they have to deposit their tuition fee before the end of the semester through scholarships /bank loan / any other means.

   Note: (i) The above fee is in addition to the fees paid to the CCMT-2017 i.e.

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   (ii) The above fee covers the Institute fee for the first semester only i.e.

   Autumn Semester 2017.

   (iii) Students should see the Fees Structure from the Institute website.

   (iv) Presently Institute is not providing Hostel facility to the M.Tech. students.

   The Institute fees should be paid at the time of admission though **Demand Draft** in favour of **"The Director, NIT Uttarakhand"** payable at Srinagar (Garhwal).

   It is mandatory for all students to open a bank account in SBI, Srinagar Garhwal. There is a provision of opening Bank account in SBI, Srinagar (Garhwal), during admission procedure. All the transactions regarding refunds, scholarship etc. will be performed by the Institute in students above mentioned SBI Account only.

3. **Refund Rules:**

Semester	Date of withdrawal	Amount to be deducted from the Institute fees
1.	After Institute reporting within one week	Rs. 2,000/- + CCMT-2017 deductions (if any).
	After Institute reporting within one month	Rs.10,000/ + CCMT-2017 deductions (if any).
	After one month of institute reporting	No refund of Tuition fee.

   Note: A student who does not report to the NIT Uttarakhand for Institute reporting/admission shall not be refunded any amount, deposited to CCMT-2017, by the Institute. All refund will be performed by CCMT-2017 in this regard.

4. **How to reach NITUK Campus:**

Temporary Campus is located in Govt. Polytechnic, Srinagar Garhwal (Distt. Pauri Garhwal). Srinagar Garhwal is 105 km from Rishikesh on National Highway No. 58 leading to Badrinath (193 km from Srinagar). Rishikesh is the nearest Railway Station. Haridwar, a major Railway station in Uttarakhand is 130 km from Srinagar Garhwal. Nearest Airport at Jolly Grant, Dehradun is 125 km away from Srinagar Garhwal. Taxis are available for Srinagar Garhwal from Airport. Buses and Taxis are available for Srinagar from Dehradun/Rishikesh/Haridwar. It takes 4 to 5 hours to reach Srinagar from Rishikesh. In rainy season, road may be blocked due to land sliding. Candidates are requested to keep a spare day while planning for reporting. Alternate way to reach Srinagar is from Kotdwara (via Pauri), which is approximately 140 km and takes around 5 to 6 hours.

5. **Instructions to the students for reporting:**

- Institute Hostel Facility is not available for the M.Tech Students.
- Each First Year M. Tech. Student and his/her parent/ guardian, have to sign and submit affidavits regarding anti-ragging at the time of reporting to this Institute for admission. An arrangement is made at the Institute for notarizing the affidavits and for this purpose, each student will be required to pay necessary amount in cash towards notary expenses and this amount will be paid by the student to the notary directly at the time of reporting for admission. It is compulsory for each student and his/her parent/guardian to submit the affidavits at the time of reporting for admission and therefore, it is compulsory for each student to report to the Institute with his/her parent/guardian at the time of reporting for admission.
- The Registration and induction programme for Autumn Semester-2017 will be conducted on 01st August, 2017 from 09.00 am onwards and it is compulsory for all the students to be present on that day for Registration and induction programme. Attendance on 01st August, 2017 is mandatory. If any student does not register during that period, he/she will not be entitled for Registration and examination in Autumn Semester-2017. The Institute has a very strict policy in this regard.
- The Classes will commence from 01st August, 2017.
- The Institute will conduct an orientation programme in the afternoon on 01st August, 2017. Attending the programme is compulsory for all the students as Academic structure and Academic system followed in the Institute will be explained to them.
- Attending induction programme is mandatory, if induction programme is not attended, the disciplinary action will be taken as per Institute rules.
- Students are advised to come prepared with all the items they need. There will not be any possibility of going home till mid-semester break. Students are advised to check the Academic Calendar from the Institute website for details.

- Institute is very strict about attendance in the class and does not accept any excuse for absenteeism. Students are advised to read the ordinances available on Institute website and read carefully the rules regarding absenteeism in the class and examination. Institute does not use any discretion for any reason to relax any of the stipulated conditions.

6. **Instructions for Change of Specialization:**

Change of specialization is permitted at the time of reporting as per the following rules:

- Number of candidates in any specialization does not exceed ten with pre-determined reservation for categories.
- Candidates are required to apply for change of specialization, if they wish. However, change in specialization will be allowed on the basis of merit list prepared as per of GATE Score.
- Change of the specialization will be finalized on 29th June, 2017 after that specialization shall not be altered any time later.

 Contact Details for any Admission Related Query:-

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