Dr B R AMBEDKAR NATIONAL INSTITUTE OF TECHNOLOGY

G T Road Bye Pass, Jalandhar-144027 (Punjab) India

Ref.No./NITJ/Acad/3024   **Date 22-10-2022**

B.Tech. Admissions 2022
Physical Reporting at the Institute
(06, 07 and 09 November, 2022)

The candidates who have confirmed their seats through JoSAA-2022 and/or CSAB-special-rounds-2022 are required to report personally at Dr. B.R. Ambedkar National Institute of Technology, Jalandhar (NIT Jalandhar) for completion of their 7-step admission process.

Note: Step-1 and step-2 will be completed by the candidates before reporting at the Institute and the step-3 to step-7 will be completed at the 'Reporting Center' at the institute (NIT Jalandhar).

Step-1: Online Registration (03 Nov. 2022, 1pm to 09 Nov. 2022, 1pm)
(i) Visit the link Admissions 2022-2023 NIT Jalandhar Website and login for registration with following details:
URL: https://www.nitj.ac.in/admission_btech/login
Username: JEE (Main) Application Number of the Candidate
Password: Date of Birth of the Candidate (**YYYYMMDD** Format)

(ii) Fill all the fields in the "Registration Form" and upload recent passport size photograph of maximum size of 100 KB in JPG format; minimum pixel 240X320; maximum pixel 480X640.

Step-2: Payment of Balance Fee (03 Nov. 2022, 1pm to 09 Nov. 2022, 1pm)
(i) Pay the balance fee (if any) at the provided link that will appear after the submission of the 'Registration Form'.
(ii) Take the printout of 'Registration Form', 'Fee Receipt' and 'Provisional Admission Letter'.
Note that
o   The Fee Structure for B.Tech. Programme for the Academic Year 2022-2023 (for both the semesters) is available on Institute website.
o   Mess fee will be deposited at the Hostel after completion of remaining steps. Note that there will be a separate online link for Mess Fee Deposition, that will be published at the institute website.
o   If the total fee submitted by the candidate to JoSSA/CSAB exceeds the Institute fee, the same will be refunded to him/her after physical verification of the documents and the status of the admission is confirmed by the Institute as and when final fee reconciliation is complete with JoSAA/CSAB.

Step-3: Issue of Token on Institute Arrival (06 Nov. 2022 to 09 Nov. 2022, 5pm)

On arrival at NIT Jalandhar, make entry on the register available at the 'Security Check Post' and receive your 'Token'. The further processing of the admission process will be carried out at the 'Reporting Center' in the order of token number.

Step-4: Physical Verification of Original Documents (06, 07 and 09 Nov. 2022; 9AM to 8PM)

Venue of 'Reporting Center': Video Conferencing Hall (VCH), IT Park

Produce the following to a 'Document Verification Officer':

(i)   Duly signed 'Registration Form'
(ii)   Proof of balance fee payment ('Fee Receipt'), if applicable
(iii)   Unsigned printout of the 'Provisional Admission Letter'
(iv)   File of Original Documents (as applicable) arranged in the same order as given in "List of Documents to be submitted" available on the Institute website.

Step-5: Verification of Income Certificate and Fee Receipt

Get your fee receipt and income certificate verified at the counter of 'Accounts Official' at the Reporting Center.

Note that If any candidate is unable to get the Income Certificate issued from the competent "Issuing Authority" (for claiming tuition fee waiver) and he/she has applied for the same, he/she can submit an undertaking. Performa of the undertaking can be downloaded from the website. However, the candidate will then be required to submit his/her latest Income Certificate by 18/11/22, otherwise he/she will be liable to pay the full balance fee by 22/11/22. (Please refer point 5 and 6 in 'Important Points to be Noted' given below)

Step-6: Issue of Signed Copy of "Provisional Admission Letter"

After completion of Step-4 and Step-5 (if applicable), receive your signed "Provisional Admission Letter" (01 Institute copy, 01 Student Copy and 01 Hostel Copy, if applicable) from the 'Document Verification Officer' and produce it at the counter of "Admission In-charge".

After approval by the "Admission In-charge", Student Copy and Hostel Copy of the "Provisional Admission Letter" will be handed over to you.

Also receive a docket containing the following documents:

- Academic Calendar
- Time-Table
- Schedule of Induction Programme
- Copy of Hostel Rules
- Undertaking for hostel
- Anti-ragging Guidelines

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Step-7: Hostel Allotment

If applicable, admitted students will proceed for hostel allotment.

Venue:

      Boys: Ground Floor 'Student Activity Center (SAC)'

      Girls: Office, Girls Hostel-1

Important Points to be Noted

1. **Candidates are advised to visit Institute website regularly for updates on admission process.**
2. It is to warn to the candidates that non-completion of any stage of the admission shall result in the cancellation of the allotted seat of the candidate.
3. Commencement of Orientation and Induction Program: 10 November, 2022. For schedule visit Institute website.
4. Commencement of Classes: 14 November, 2022 (Monday). For Time-table visit Institute website.
5. *If any candidate is unable to get the Income Certificate from the "Issuing authority" (for claiming tuition fee waiver) and he/she has already applied for the same, he/she can submit an undertaking. Performa of the undertaking can be downloaded from the website. However, the candidate will then be required to submit his/her latest Income Certificate by 18/11/22, otherwise he/she will be liable to pay the full balance fee by 22/11/22.*
6. If the Income Certificate submitted by a candidate is found invalid at any stage, strict action will be taken against such student as per rules. Such candidate will also be liable to pay the full fee and applicable penalty.
7. If the total fee submitted by the candidate to JoSSA/CSAB exceeds the Institute fee, the same will be refunded to him/her after physical verification of the documents and the status of the admission is confirmed by the Institute as and when final fee reconciliation is complete with JoSAA/CSAB.
8. In case of any query related to the admission process or hostel allotment, the candidates may contact on Helpline Numbers available on institute website.

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               In-charge BTech Admissions 2022