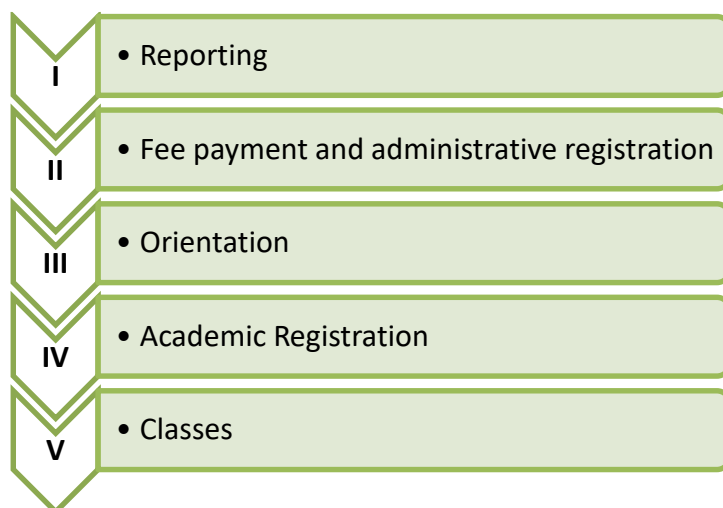**Information on admission and academic conduct of 2020-21-M semester for new BTech students joining November 2020.**

The counselling for BTech admission for 2020-21-M semester is over and the students are required to join the institute on 18 November 2020. This document serves as a concise guide to navigate through the entire process of onboarding.

All the new students at IIT Bhilai are associated with one student mentor who helps them navigate through various processes at the Institute. Student mentors are those students of IIT Bhilai who have volunteered to help the new students in their admission process. Each such group is also associated with a faculty member of the institute. The student mentors might have already started communicating with the candidates through the mobile number registered with JoSAA. The candidates can reach out to their mentors for any sort of assistance related to admission and further process related to academics.

The admission process at IIT Bhilai for the new BTech students shall be of the following sequence

I	• Reporting
II	• Fee payment and administrative registration
III	• Orientation
IV	• Academic Registration
V	• Classes

I. Reporting

1. Reporting is the first step in your admission process, which takes place on **18 November 2020**.
2. Due to the existing COVID-19 situation, reporting for this year happens online

a. No candidate/parent shall be allowed to report physically on campus without prior permission.

b. Candidates having issues related to the availability of internet which may hamper their online studies may be permitted to stay in the campus and avail institute facilities for the same. These numbers shall however be limited to 5% of the total capacity of the institute in order to maintain the social distancing norms as promulgated by government time to time. Such students shall continue to be on campus for the whole semester. In such case, permission shall be sought through email (studentaffairs@iitbhilai.ac.in) from the Dean of Students' Affairs (DoSA) at least two days prior to the date of reporting.

c. Parents, under any circumstance, SHALL NOT be allowed to visit campus.

3. The blank registration forms are already sent to the postal address of allotted candidates. A softcopy of the same is also sent over email provided by the candidates at the time of JoSAA counselling. The same can also be downloaded from the Polaris site: https://polaris.iitbhilai.ac.in/documents.php

4. Candidates are required to duly fill-in the registration forms; scan and send them along with other certificates and testimonial over email to admissions@iitbhilai.ac.in.

   a. The deadline to send the filled-in forms is **18 November 2020 10:00 am**.

5. Candidates who fail to send the forms within the deadline shall be considered as not reported. In such case, the candidature of the same shall stand cancelled.

Successfully sending the filled-in application forms on time completes the process of reporting.

II. Fee payment and administrative registration

1. Candidates who completed step-I shall proceed with fee payment.

   a. The detailed fee structure for the first semester (2020-21-M) is given in *Annexure-I* for information.

   b. The initial fee paid during the counselling shall be adjusted against the semester fee after deduction of 2000 INR towards JoSAA charges.

c. The semester fee to be paid shall vary based on the reservation category and/or parental income. Refer to *Annexure-II* to know your remaining fee to be paid for the current semester.

2. The required fee shall be paid by **5:30 pm** of **18 November 2020**

   a. Fee payment shall be done ONLY through SBI collect.

   b. Refer to *Annexure-III* for detailed procedure on fee payment through SBI collect.

   c. Towards the end of payment, payment receipt will be generated. The softcopy of the payment receipt should be sent to us over email at admissions@iitbhilai.ac.in within the above given deadline.

   d. You should also retain the softcopy of payment receipt safely for future reference.

   e. Reach out to your mentor, in case of any difficulties.

3. Once, you share the fee payment receipt with us, your administrative registration process is initiated.

4. Administrative registration involves the following.

   a. Verification of your registration forms, certificates and fee payment[1].

   b. In case of any discrepancy or lack of information, our admissions team will contact you.

   c. The whole process happens online and hence you are NOT required to physically present for any of the operation.

   d. Once everything is found to be in order, you will be admitted to the BTech program in the respective discipline as per the offer letter issued by JoSAA.

   e. The admission shall be on **provisional** basis, as the certificates and testimonials are pending physical verification. However, this does not affect your classes or otherwise.

      i. The admission shall be confirmed after physical verification of all certificates and testimonials upon your arrival on campus, once situation turns back to normalcy.

5. Once the administrative registration is over, the students shall be issued with the following.

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[1] Fee payment receipt is not required for candidates who have family income less than 1 Lakh per annum and have paid initial fee of 35000 during JoSAA counselling.

a. **ID Number:** A unique number of identity used for various academic purposes at institute.

b. **Institute email ID**: A dedicated email id with '@iitbhilai.ac.in' domain. The login credentials will be sent to your email id you provided during the JoSAA counselling. If you have trouble accessing the email you provided with JoSAA, you may have to intimate the same to us a priori at 'admissions@iitbhilai.ac.in' citing your JEE (Advanced) roll number.

c. **LDAP credentials**: A dedicated login credentials that will be required to access various web portals of the institute (other than the institute email). More details on LDAP will be provided to you at the time of orientation.

6. ID card shall be issued once the student reports physically at campus.

III. Orientation:

The new students enter into the higher education after completing their class-12 education. This is altogether a new paradigm. Being an Institute of National Importance, IIT Bhilai receives students hailing from various parts of the country with different techno-social background. Orientation session is an important program that brings every new student on a common ground, to start the next phase of education in a well-informed manner.

1. The orientation session shall start on 18 November 2020. Detailed program scheduled is available in *Annexure-IV*.
2. Attending the orientation session is COMPULSORY for all new students.

IV. Academic registration:

Academic registration is the process by which the students register themselves in various courses required to be taken in a given semester as per their program curriculum. It is an online process, which is to be done as follows.

1. The new students shall do academic registration on **20 November 2020**.
2. The academic registration shall be done through a web-based portal called AIMS (https://aimsportal.iitbhilai.ac.in/iitbhAims/)
3. The student have to login to the AIMS portal using the LDAP credentials provided to them during the administrative registration process (*refer II.5(c)*).
4. The list of courses (i.e. curriculum) to be registered for the first semester (2020-21-M) is provided in *Annexure-V*.

5. More details on the purpose and procedure of academic registration shall be given during the orientation session.

V. Classes:

1. As you might be aware classes for the first semester (2020-21-M) shall be conducted ONLINE.
   a. No student is required to visit the campus physically.
   b. All classes will be held over WebEx, an online videoconferencing solution (https://iitbhilai.webex.com/)
2. All students should make sure that they have a sound internet connection available at their place of residence, from where they plan to take up the online education.
   a. Desktop/ laptop computer is encouraged, however, not mandatory. A good quality smart-phone (Mobile) is required and essential for the online examination purpose.
   b. Students shall install WebEx application in desktop/ laptop / Mobile, whichever they intend to use for online education.
   c. Students shall install WhatsApp in their smartphone. The mobile number used for WhatsApp shall be collected from the Academic office later.
      i. The students shall nominally not change their mobile number. If they do so, the same has to be intimated to the academic office immediately through email 'academics@iitbhilai.ac.in'.
   d. The web link used for the online classes will be shared with the students shortly.
3. Classes will run from Monday to Saturday in a week.
4. Every day, classes may normally start at 8:30 am. Each class will be of 1.5 hours (1 hour 30 minutes) duration.
5. The timetable of class schedule will be published in the institute website (www.iitbhilai.ac.in). The same will also be sent to all the new students over email to their institute email id.
6. More details on the academic conduct, grading, promotion, etc., shall be provided during the orientation session.

*** End of document ***

Sl.	Description – For All Students	Amount in Rs.	Remarks
A) One time fees:			
1	Admission Fee	500	
2	ID Card and Certificates Fee	1,000	
3	Library Fee	500	
4	Celebrations (Student Funds not Fee)	1,000	
5	Training & Placement (Student Funds not Fee)	1,000	
6	Alumni Life Membership	3,000	
Total (A)		**7,000**	
B) One time REFUNDABLE DEPOSITS:			
7	Caution Money Deposit	7,000	
Total (B)		**7,000**	
C) Fee		**M Semester**	
8	Registration Fee	500	
9	Tuition Fee	1,00,000	
10	CoSA Fee	2,500	
11	Health Facility Charges	1,000	
12	Other Fee	5,000	
D) Student Welfare Fund (not fee)			
13	Student Welfare Fund (not fee)	1,000	
Total (C) and (D)		**1,10,000**	
E) Hostel & Mess Expenses		**M Semester**	
14	Admission Fee	500	
15	License Fee	1,500	Waived off as session is being offered online
16	Hostel and Mess Establishment Charges	8,500	
17	Dining Charges	20,500	
Total (E)		**31,000**	
Health Facility Charges, Insurance premium		**532**	Insurance from 18th November 2020 to 31st July 2020

Category	Total Fee (A)	Advance Fee Paid (B)	Tuition Fee Waiver (C)	Hostel fee waiver* (D)	Fee to be paid (E=A-B-C-D)	Remarks
SC/ ST/ PH (PwD)	₹ 1,55,532/-	₹ 13,000/-	₹ 1,00,000/-	₹ 30,500/-	₹ 12,032/-	Category Certificate is mandatory
Others (Annual Family Income > Rs 5 Lakh)	₹ 1,55,532/-	₹ 33,000/-	NA	₹ 30,500/-	₹ 92,032/-	
Others (Annual Family Income between Rs.1 Lakh to Rs. 5 Lakh)	₹ 1,55,532/-	₹ 33,000/-	₹ 66,666/-	₹ 30,500/-	₹ 25,366/-	Family income certificate is mandatory
Others (Annual Family Income < Rs. 1 Lakh)	₹ 1,55,532/-	₹ 33,000/-	₹ 1,00,000/-	₹ 30,500/-	₹ -7,968/-#	Family income certificate is mandatory

* As the session is being conducted online. If student avails hostel facility, then student may require to pay this amount on pro-rata basis.
# Fee paid in excess. Student NEED NOT pay any fee. The excess amount shall be either adjusted against next semester fee or refunded in due course of time.

Link: https://www.onlinesbi.com/sbicollect/icollecthome.htm

Click on check box and Proceed

Select State "Chhattisgarh"

Select Educational Institutions

Click on 'Go'

Select Educational Institutions

Select appropriate Program & Category

Orientation program for the new BTech students 2020

18th-21st November 2020

Schedule of the Program

18th Nov	Day 1
10:00 – 10:30	Inauguration session
10:30 – 11:15	Online education in the time of Covid-19 **Dr. Dhiman Saha**, *Assistant Professor, Department of Electrical Engineering and Computer Science*
11:15 – 12:00	Health is wealth: COVID times
12:00 – 13:00	Introduction to Academics at IIT Bhilai **Dr. Jose Immanuel R.**, *Faculty In-charge, Dean of Academic Affairs*
19th Nov	**Day 2**
10:00 – 10:30	Introduction to the Council of Students' Affairs **Mr. Mohit Sharma**, *President, CoSA*
10:30 – 12:00	More on Academics at IIT Bhilai **Dr. Jose Immanuel R.**, *Faculty In-charge, Dean of Academic Affairs*
12:00 – 13:00	Students' Life at IIT Bhilai **Dr. Rahul Jain**, *Faculty In-charge, Dean of Student Affairs*
14:00 – 14:30	Permanent campus of IIT Bhilai **Dr. Pravesh Chandra Shukla**, *Assistant Professor, Department of Mechanical Engineering*
14:30 – 16:00	Know your Instructors, Heads and Wardens
20th Nov	**Day 3**
10:00 – 10:30	Rebond with Self **Ms. Gargi Tiwari**, *Psychological Counselor, Health Centre*
10:30 – 11:30	Introduction to AIMS portal and mail system **Mr. Nihar Ranjan Barick**, *Assistant Registrar, Academic and Student Affairs*
11:30 – 13:00	Interaction with departmental faculty members
14:00 – 15:00	Interaction with Director and Deans **Parents along with student are invited to attend.**
21st Nov	**Day 4**
10:00 – 11:00	Interaction with CoSA members
11:00 – 13:00	Interaction with students' club coordinators
14:00 – 16:00	Branch-wise interaction with students

Course Name	Course Code	Credits
Electromagnetism	IC102	2
Materials Chemistry I	IC103	2
Linear Algebra I	IC104	3
Linear Algebra II	IC152	3
Probability and Statistics	IC105	4
Quantum Physics	IC151	2
Calculus I	IC153	3
Calculus II	IC202	3
Environmental Studies	IC201	2
Creative and Liberal Arts Electives*	-	3
Total Credits		**27**

* Students have to choose courses accounting to three credits from a bouquet of elective courses.
The list of such elective courses will be made available at the time of registration.