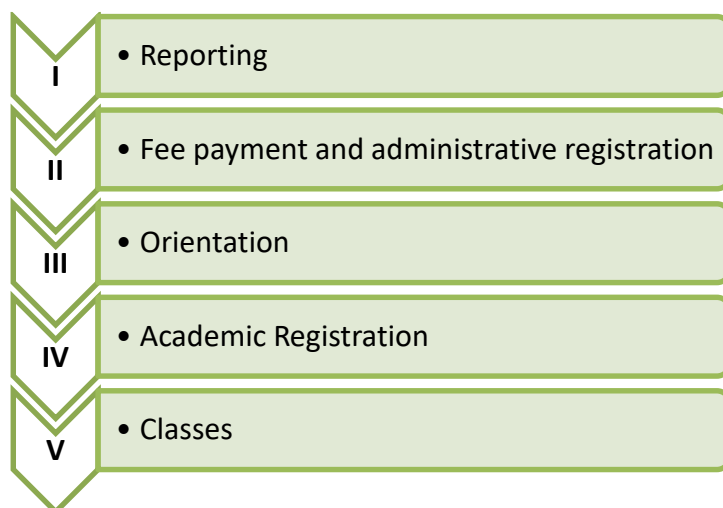


## **Information on admission and academic conduct of 2020-21-M semester for new BTech students joining November 2020.**

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**

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](mailto: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](mailto: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](mailto: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<sup>1</sup>.
  - 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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<sup>1</sup> 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](mailto: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://iitbhillai.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@iitbhillai.ac.in](mailto:academics@iitbhillai.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.iitbhillai.ac.in](http://www.iitbhillai.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 \*\*\*

*Annexure – I: Fee structure for 2020-21-M*

Sl.	Description – For All Students	Amount in Rs.	Remarks
<b>A) One time fees:</b>			
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	
<b>Total (A)</b>		<b>7,000</b>	
<b>B) One time REFUNDABLE DEPOSITS:</b>			
7	Caution Money Deposit	7,000	
<b>Total (B)</b>		<b>7,000</b>	
<b>C) Fee</b>		<b>M Semester</b>	
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	
<b>D) Student Welfare Fund (not fee)</b>			
13	Student Welfare Fund (not fee)	1,000	
<b>Total (C) and (D)</b>		<b>1,10,000</b>	
<b>E) Hostel &amp; Mess Expenses</b>		<b>M Semester</b>	
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	
<b>Total (E)</b>		<b>31,000</b>	
<b>Health Facility Charges, Insurance premium</b>		<b>532</b>	Insurance from 18th November 2020 to 31st July 2020

**Annexure – II: Fee to be paid for 2020-21-M**

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

## Annexure – III: Procedure for fee payment

Link: <https://www.onlinesbi.com/sbicollect/collecthome.htm>

The screenshot shows the State Bank Collect homepage. At the top, there is a navigation bar with the SBI logo and links for Products & Services, Know More, and State Bank Collect. Below this is a banner with the text "STATE BANK COLLECT A MULTI-MODAL PAYMENT PORTAL". A disclaimer clause is visible, followed by terms used. A callout bubble with the text "Click on check box and Proceed" points to a checkbox labeled "I have read and accepted the terms and conditions stated above. (Click Check Box to proceed for payment)". The "Proceed" button is also highlighted.

The screenshot shows the State Bank Collect form. The form has a header with the SBI logo and links for State Bank Collect, State Bank Mops, and Exit. Below this is a section for "Select State and Type of Corporate / Institution". The "State of Corporate / Institution" dropdown is open, showing a list of states. A callout bubble with the text "Select State 'Chhattisgarh'" points to the "Chhattisgarh" option in the dropdown list. The "Type of Corporate / Institution" dropdown is also visible.



Screenshot of the State Bank of India (SBI) State Bank Collect website. The page shows the "State Bank Collect" section with a dropdown menu for "Type of Corporate / Institution" open, displaying options like Educational Institutions, Charitable Institutions, Commercial Services, etc. A yellow oval highlights the "Educational Institutions" option, with an arrow pointing to it from the text "Select Educational Institutions".

State Bank Collect - State Bank Maps

State Bank Collect / State Bank Collect

State Bank Collect 11-Jul-2019 [10:10 AM IST]

Select State and Type of Corporate / Institution

State of Corporate / Institution \* Chhattisgarh

Type of Corporate / Institution \*

----- Select Type -----

- Educational Institutions
- Charitable Institutions
- Commercial Services
- Government Institutions
- Govt Department
- Hospital
- Industry
- Merchant
- Others
- PSU - PUBLIC SECTOR UNDERTAKING
- Religious Institutions

Go

Mandatory fields are marked with an asterisk (\*)

State Bank Collect is a unique service for paying

charities and/or any other corporates/institutions who maintain their accounts with the Bank.

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Type here to search

10:10 11-07-2019

Screenshot of the State Bank of India (SBI) State Bank Collect website. The page shows the "State Bank Collect" section with the "Type of Corporate / Institution" dropdown menu set to "Educational Institutions". A yellow oval highlights the "Go" button, with an arrow pointing to it from the text "Click on 'Go'".

State Bank Collect - State Bank Maps

State Bank Collect / State Bank Collect

State Bank Collect 11-Jul-2019 [10:07 AM IST]

Select State and Type of Corporate / Institution

State of Corporate / Institution \* Chhattisgarh

Type of Corporate / Institution \* Educational Institutions

Go

Mandatory fields are marked with an asterisk (\*)

State Bank Collect is a unique service for paying online to educational institutions, temples, charities and/or any other corporates/institutions who maintain their accounts with the Bank.

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Type here to search

10:07 11-07-2019

SBI State Bank Collect

State Bank Collect / State Bank Maps

State Bank Collect 11-Jul-2019 (10:07 AM IST)

Select from Educational Institutions

Educational Institutions Name \*

IIT BHILAI

GOVT NEHRU PG COLLEGE DONGARGARH  
GOVT POLYTECHNIC TAKHATPUR  
GOVT SHYAMA PRASAD MUKHERJEE COLLEGE SITAPUR  
GOVT. BALASAHAB DESHPANDEY COLLEGE  
GOVT. POLYTECHNIC AMBAPUR  
GOVT. E. V. P. G. COLLEGE KORBA  
GOVT. POLYTECHNIC KHARAGARH  
GURUKUL COLLEGE PATHALGAON  
HAM ACADEMY  
IBT COLLEGE OF DIPLOMA ENGINEERING  
ICE COMPUTER EDUCATION  
IDEAL COMPUTER CENTER  
**IIT BHILAI**  
INDIRA KALA SANGIT VISHWAVIDYALAYA  
JAI BUDHADEV ARTS AND SCIENCE COLLEGE KATGHORA  
JINDAL INSTITUTE OF POWER TECHNOLOGY JIPT  
K.R. TECHNICAL COLLEGE  
KAMLA NEHRU MAHAVIDYALAYA  
KRISHNA KIDS ACADEMY INTERNATIONAL RAIPUR  
KRISHNA PUBLIC SCHOOL, UTAI  
KUSHABHAU THAKRE PATRAKARITA A. J. VISHWAVIDYALAYA  
K. H. MEMORIAL SCHOOL  
LOYOLA SCHOOL  
MAAKALYANIKAPUBLICSCHOOL  
MAITRI VIDYA NIKETAN

Select Educational Institutions

SBI State Bank Collect

State Bank Collect / State Bank Maps

State Bank Collect 11-Jul-2019 (10:10 AM IST)

IIT BHILAI  
IIT BHILAI SE,BAHAR, RAIPUR, RAIPUR-482015

Provide details of payment

Select Payment Category \*

-- Select Category --

01 B.Tech Freshers - SC/ST/PwD  
02 B.Tech Freshers- EBC Income less than Rs.1 Lakh  
03 B.Tech Freshers- EBC Income between Rs.1-5 Lakhs  
04 B.Tech Freshers - Others  
05 M.Tech Freshers - SC/ST/PwD  
06 M.Tech Freshers - Others  
07 Ph.D Freshers - SC/ST/PwD  
08 Ph.D Freshers - Others  
Certification Fee and Other Charges  
Estate Tender Fee/EMD  
Model Charges for Interview Candidates  
MSc Freshers (SC/ST/PH) 2019-20 M Semester  
Msc Freshers (Other) 2019 - 20-M Semester  
PG Admission 2019-20 M Semester  
S and P Tender Fee and EMD

Select appropriate Program & Category

*Annexure – IV: Orientation program schedule*

## Orientation program for the new BTech students 2020

18<sup>th</sup>-21<sup>st</sup> November 2020

### **Schedule of the Program**

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

*Annexure – V: First semester curriculum*

<b>Course Name</b>	<b>Course Code</b>	<b>Credits</b>
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
<b>Total Credits</b>		<b>27</b>

\* 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.