

Institute of Technology

B. Tech. Admission-2022

(NRI/NRI-Sponsored Category)

Information Letter for In-person reporting round (Document Verification)

Dear Candidate,

Institute has scheduled In-person reporting round (Document Verification) for admission to first year B. Tech. Programme. With reference to this, **you are hereby informed to remain present as per scheduled mentioned on website with under mentioned documents (with two sets of photocopies as mentioned under) and two passport size photographs at your own cost.** The candidate has passed the qualifying examination (Individually in all the subjects and collectively) and secured minimum eligibility criteria as mentioned in the guidelines of ACPC, GoG.

<u>ONE SET OF PHOTOCOPIES</u> <u>(For verification of Eligibility Criteria)</u>	<u>ONE SET OF PHOTOCOPIES</u> <u>(For In-Person Reporting – Document Verification)</u>
<ul style="list-style-type: none">• Std. 10th (SSC) Mark-sheet• Std. 12th (HSC) Mark-sheet• School Leaving / Transfer Certificate (Issued by school after HSC)• Equivalence Certificate by School Authority (In case, Letter Grades/ Performance Index or Graded Point Average is given in qualifying examination).	<ul style="list-style-type: none">• Std. 10th (SSC) Mark-sheet• Std. 12th (HSC) Mark-sheet• School Leaving / Transfer Certificate (Issued by school after HSC)• JEE (Main)-2022 scorecard issued by NTA (Downloaded)• Aadhar Card of Student• Equivalence Certificate by School Authority (In case, Letter Grades/ Performance Index or Graded Point Average is given in qualifying examination).
Note: The candidate is informed to bring the original of the above-mentioned documents for verification only.	
The candidate has to bring the self-attested copies of the following documents, which will be verified with the original.	
<u>FOR NRI CANDIDATE</u> <ul style="list-style-type: none">• Passport of the Candidate• Passport of the Parent (Father or Mother) <u>FOR NRI-SPONSORED CANDIDATE</u> <ul style="list-style-type: none">• Passport of the Sponsor (Self-attested copies)• Resident Proof of the Sponsor (Self-attested copies)• NRI Status Certificate of the Sponsored• Affidavit from the Sponsor (Original)	

All the photocopies will be verified along with the original documents during document verification process. **Candidate need not require to submit the original copies (except affidavit from the sponsor) of the above-mentioned documents during document verification process. Hence, do not submit any original documents.**

It is the responsibility of an applicant to remain present for In-person reporting round (Document Verification) on scheduled date and time.

If applicant is unable to remain present In-person due to unavoidable circumstances, parents with authority letter from the applicant will be permitted, provided the Admission Committee is satisfied for the genuineness about the applicant's inability to remain present.

If applicant has passed 12th Science examination from board other than Gujarat Higher Secondary Education Board, he/she will be required to obtain the eligibility certificate from Nirma University.

Further, an applicant has to pay Rs. 1000/- (refundable) as the Alumni fees in cash.

The process of the document verification is as under:

1. Candidate has to report along with only one parent to the reporting venue as per the schedule mentioned on the website.
2. After taking attendance the candidate will move forward to the counseling room in a group of five.
3. In a counseling room, the documents of the candidates will be verified with the original and admission order will be issued.
4. After receiving the admission order candidate will have to report to the PEC Counter for eligibility checking.
5. After checking of eligibility, the candidate will move forward to the Account Section counter for fee verification and issuing fee receipt.
6. After issuing fee receipt, the candidate will move forward to the Student Section counter, where the necessary forms will be provided to the candidate. The candidate will submit this filled-in forms on first day of the commencement of the semester and handover to the concerned department assistant.

Your admission deemed to be confirmed if and only if you complete all the formalities including In-person reporting, fulfilment of eligibility criteria, verification of documents, etc.

The merit list is electronically generated. The admission committee is not responsible for any inadvertent mistake that might have crept in.

Member Secretary
UG Admission Committee-2022