

Instruction for Filling Online Application Form

Admission in B. Tech. Programme under continuing education 2019

(Second Round)

- I. Read Information Brochure Revised schedule, Seat matrix and rules for seat allocation carefully before filling online application form available at www.dtu.ac.in .
- II. Ensure your eligibility before applying. No communication or request for refund of registration fee will be entertained if the application is filled wrongly.
- III. **Last Date of filling** the online application form (second round) is **20-07-2019**.
- IV. There is no off-line mode of application. All candidates are required to fill application form in **online mode only**.
- V. Online application filling is two-step process. Step-I: Candidate needs to register with valid email ID. Candidate will receive login ID and password. Step-II: Login with your credential and fill online form. Online filling process will complete only after paying registration fee of Rs. 1000/- online through credit /debit card /net-banking. The registration fee for SC/ST and PwD (all categories) is Rs. 500/-.
- VI. Candidates applying for **B. Tech. under continuing education** must select appropriate **BRANCH/Department** accordingly to their branch of Diploma.
- VII. Candidates need to the following documents on the day of counselling (**24.07.2019**):
 - I. Demand draft for **Rs. 1,30,500/-** made in the favour of “**Registrar, Delhi Technological University**” payable at **New Delhi**.
 - II. A duly signed printout of the filled application form (same as submitted online) along with two good quality photographs (same as uploaded on online application form) affixed in the appropriate place on the form.
 - III. All the mark sheets and certificate (Original) of qualifying examination (Diploma).
 - IV. Candidates seeking admission under Economically Weaker Section (EWS) need to provide **EWS certificate as per Annexure-IV (available at www.dtu.ac.in)**
 - V. SC/ST/OBC Certificate(s) whichever applicable, on the basis of which reservation is claimed. OBC-NCL candidates must produce necessary financial document to support their category as per Annexure-II.
 - VI. Person with disability certificate (if applicable) as per Annexure-III.
 - VII. Appointment letter from the present employer (**Original**).
 - VIII. A ‘**No objection Certificate**’ by present employer as per Annexure-I. (**Original**)
 - IX. Employer’s company profile.
 - X. Attested copy of Sale Tax Clearance Certificate/ITCC/Company Registration Certificate/any evidence which shows that the company in which candidate is working, is a Government/Public Sector Undertaking/Local Government Bodies/private company.

NOTE: Candidates should also bring one set of self-attested copies of All above documents.