



## Academic-UG Section DELHI TECHNOLOGICAL UNIVERSITY

Established by Govt. of Delhi Vide Act 6 of 2009  
Shahbad Daulatpur, Bawana Road, Delhi-110042  
Tel : +91-11-27296337, Fax : +91-11-2787 1023

### REPORTING INSTRUCTIONS

#### FOR NRI/ PIO/ FN/CIWG STUDENTS FOR ADMISSION TO B. TECH. COURSES IN DTU THROUGH DASA 2016

After **fourth** round of online allotment, provisionally selected applicants have to report to DTU for admission during July 18-21, Monday to Thursday 2016. All admissions would be subject to the verification of original certificates/ documents and satisfactory physical fitness as prescribed by DTU during the time of admission. Not reporting at DTU during the specified period entails cancellation of the allotted seat.

Candidates who have been provisionally selected for admission in DTU after completion of **four** rounds of online allotments and have been issued Provisional Admission Letters by DASA are required to report at DTU as per the schedule given below. It may please be noted that no separate letters will be issued by the University for such candidates. It is in the interest of the candidates that they should regularly visit website [www.dtu.ac.in](http://www.dtu.ac.in) for any specific updates. If provisionally selected candidate does not report for admission at DTU on the specified date with required original documents / testimonials / certificates and Fees, he / she shall forfeit his / her right of admission (ref. para 2.6.3.5 of DASA Brochure) and no correspondence in this regard will be entertained after scheduled dates:

Provisionally selected candidates should bring one set of self-attested photocopies and originals of all required documents for verification. If found eligible in all respect, candidates will be required to deposit the required Demand draft (in favour of Registrar, Delhi Technological University, payable at New York).

#### 1. SCHEDULE OF REPORTING:

Date/Day	Time of reporting	Branches offered
18/07/2016 Monday	10:00 AM	Comp. Eng., ECE, EE, EEE, SE, IT
19/07/2016 Tuesday	10.00 AM	MAM, BT, CE, ENE, EP, MCE, ME, PCT, PIE

Above schedule is for convenience of the students, However, students may report on any of the dates from 18.07.2016 to 21.07.2016.

## **2. PLACE OF REPORTING:**

Senate Hall, 2<sup>nd</sup> Floor, Admin. Block, **DELHI TECHNOLOGICAL UNIVERSITY, Shahbad Daulatpur, Bawana Road, Delhi-110042**

**How to reach:** Please visit: [www.dtu.ac.in/Web/About/visitus.php](http://www.dtu.ac.in/Web/About/visitus.php). May also visit website of Govt of NCT Delhi and Delhi Tourism.

**Contact:** 011-27871018/09868123431

## **3. PROCEDURE OF COUNSELLING:**

- 3.1. All students and their companion / parents are requested to make it convenient to sit in Senate Hall. Students and only one of the parent/ companion will be allowed in Counselling Room (Committee Room No. 307) one by one, on the basis of merit, where all original documents will be verified and admission letter will be generated.

## **4. DOCUMENTS TO BE SUBMITTED AT THE TIME OF REPORTING**

**Original transcripts/ certificates and their self-attested copies of following documents are required to be submitted at the time of reporting:**

- 4.1. Provisional Admission Letter issued by the DASA, NIT, SRINAGAR, **-original.**
- 4.2. Details and proof of fee payment – In case of payment by SWIFT transfer; the complete details should be attached with the printed application form.
- 4.3. The hard copy of online application form submitted at the time of online registration, duly signed by the candidate and parent/ guardian - **original.**
- 4.4. Recent passport size photograph (3.5 cm x3.5 cm) to be affixed in space provided in the printed application form, preferably same as the photo uploaded in the application portal.
- 4.5. Self-attested copy of candidate's Passport (Nationals of Nepal who do not have a passport, copy of Authenticated Citizenship Card has to be submitted\*).
- 4.6. Self-attested copy of proof for date of birth (Secondary Education Board/ University Certificate [Class X or equivalent] or any certificate issued by the Government authorities).
- 4.7. Original duly completed Anti-ragging –Affidavits-2 (Download from

[http://dtu.ac.in/Web/Academics/anti\\_ragging/Anti\\_Ragging\\_Affidavit\\_Format%20.pdf](http://dtu.ac.in/Web/Academics/anti_ragging/Anti_Ragging_Affidavit_Format%20.pdf)) -**original**

- 4.8. Self declaration form (will be provided on the day of reporting ) -**original**
- 4.9. Self-attested copy of Mark Sheets of 10th, 11th, and 12th, (or) Equivalent examination.
- 4.10. Self-attested copy of certificate from School authorities (in the format given in Appendix – II of DASA 2016 brochure on letter head of the school) as proof of completion of 11th and 12th Standard or equivalent.
- 4.11. Original School Leaving Certificate/ Migration Certificate.
- 4.12. Original Medical Fitness (Download from [www.dtu.ac.in/Web/Academics](http://www.dtu.ac.in/Web/Academics))
- 4.13. Prescribed balance fee as applicable (US\$ 4000/ US\$ 2000). Candidates may add appropriate additional amount to cover Bank brokerage/charges for issuance of DD. Fee will not be accepted in case amount fall short of US \$ 4000 or US \$ 2000 as may be the case.

In addition to above documents following additional documents are required to be submitted:

**CIWG:** Self attested copies of parent passport, parents visa and parents work permit.

**FN:** Application for online registration with FRRO (copy will be provided at the time of reporting), Self attested copies of passport, visa, proof of temporary address in India. Please provide soft copies of images of visa, passport, photograph for uploading on FRRO site.

Provisional admission given based on SAT score will be deemed to be cancelled if the candidate is not able to produce the required documents for academic eligibility within the specified time i.e. latest by 15.09.2016.

**NOTE:**

I. If any supporting documents are in languages other than English or Hindi, authenticated translated copy of the documents in English or Hindi must also be provided.

II. Incomplete/ illegible applications and documentary evidences in any respect would be summarily rejected without any communication to the candidates.

## **5. BALANCE AMOUNT OF ANNUAL TUITION FEE TO BE DEPOSITED AT THE TIME OF REPORTING AT DELHI TECHNOLOGICAL UNIVERSITY:**

- 5.1. Registration Fee and First Semester Tuition Fee which has been deposited with DASA: A total amount of US\$ 4, 300/ US\$ 2, 300 [US Dollars four thousand three hundred only/ US Dollars two thousand three hundred only] has been paid along with the application form. This is towards non-refundable registration fee of US\$ 300 [US Dollars Three hundred only] and first semester Tuition Fee of US\$ 4,000/ US\$ 2,000 [US Dollars Four thousand only/ US Dollars two thousand only].
- 5.2. **NRI / FN / PIO:** Balance amount (US\$ 4000) of annual tuition fee is to be deposited at the time of reporting at DELHI TECHNOLOGICAL UNIVERSITY where admission has been confirmed.
- 5.3. **Foreign Nationals from SAARC countries:** Balance amount (US\$ 2000) of annual tuition fee is to be deposited at the time of reporting at DELHI TECHNOLOGICAL UNIVERSITY where admission has been confirmed.
- 5.4. **Candidates from Nepal and Bhutan:** Balance amount (US\$ 2000) of annual tuition fee is to be deposited at the time of reporting at DELHI TECHNOLOGICAL UNIVERSITY where admission has been confirmed can be paid either in US Dollars or in equivalent Indian Rupees. However, in case of Rupee payment they are required to get Exchange Rate Certificate from the bankers and submit the same along with the application form.
- 5.5. **CIWG:** Fee as that of resident student will be applicable. Any change in the tuition fee from competent authority from time to time will be applicable to CIWG. For Academic year 2016-17 academic fee is Rs. 1,26,000/-. For more details please visit [www.dtu.ac.in](http://www.dtu.ac.in).

## **6. MODE OF FEE PAYMENT**

- 6.1. DD drawn in favor of Registrar DTU B. Tech. Regular New Admission a/c no.34918789295 payable at State Bank of India, New York in case of fee is in US\$ (Please add sufficient amount to cover transaction charges).
- 6.2. Fee in Indian Rupee may be paid via DD drawn in favor of Registrar DTU B. Tech. Regular New Admission a/c no.34918789295 payable at State Bank of India, New Delhi.

Payment can also be made through bank transfer to SBI bank.

<b>Name of the Beneficiary</b>	Registrar, DTU
<b>Bank Name</b>	State Bank of India
<b>Bank Address</b>	DCE Campus, Shahbad Daulatpur, Bawana Road, Delhi-110042
<b>Bank Account No.</b>	34918789295
<b>MICR Code</b>	110002438
<b>Branch Code</b>	10446
<b>IFSC Code</b>	SBIN0010446
<b>Swift Code</b>	SBININBB544
<b>Type of Account</b>	Current Account

Note: Any transaction charge towards payment should be borne by the candidate. Please add sufficient amount to cover up cost/brokerage/bank charges, so that the final remitted amount does not fall below required amount of US \$ 4000 or US \$ 2000 as the case may be.

## **7. TUITION FEE FOR SUBSEQUENT YEARS OF STUDY:**

7.1. The tuition fee as applicable for respective students for subsequent years of study will be deposited by admitted candidates, directly to DELHI TECHNOLOGICAL UNIVERSITY, as per rules of the DELHI TECHNOLOGICAL UNIVERSITY, at the beginning of each year as per scheduled announced.

## **8. HOSTEL ACCOMMODATION AND OTHER EXPENSES:**

Please visit: [www.hostels.dtu.ac.in](http://www.hostels.dtu.ac.in)

8.1. Tentative (Likely to be revised) Hostel fee and other expenses are as follows (may vary at the reporting)

8.1.1. One-time Refundable fee Rs. 11,000/-

8.1.2. One-time Medical fee Rs. 600/-

8.2. Hostel fee to be deposited every semester:

8.2.1. Room rent Rs. 4,800/-

8.2.2. Electricity, water Rs. 2,400/-

8.2.3. Maintenance fee Rs. 1,200/-

8.2.4. Security Charges Rs. 2,400/-

8.2.5. Monthly Mess charges Rs. 1,875/- (Vegetarian)

Rs. 1,925/- (non- Vegetarian)

Fees are required to be paid by the candidate directly to the University hostel office at the time of admission. Candidates are advised to visit the websites or contact concerned authorities for detailed information regarding hostel accommodation and other expenses.

#### **9. REFUND OF FEES**

All cases of refund of fee will be dealt with as per DASA guidelines.

#### **10. INTERNAL SLIDING**

An internal sliding will be conducted on July 23, 2016, Saturday on the basis of inter-se-merit and choice for internal sliding indicated by the applicant at the time of admission for vacancies that exist in the DTU on completion of admission process. After the internal sliding is completed, DTU will notify the vacancy status to DASA Office at NIT Srinagar.

#### **11. SPOT ROUND**

Seats remaining vacant after the internal sliding in DTU will be displayed on the DASA 2016 website on **July 25, 2016**. Applicants who have not got any allotment in the earlier rounds and those who were not eligible for allotment in the earlier rounds and have become eligible later can register for Spot round. Applicants who have declined their allotments or withdrawn/ cancelled their applications are eligible to re-register for Spot round after paying a re-registration Fee of US\$ 300 (US Dollars Three hundred only). Applicants who have got admitted to the DTU have to withdraw their admission before internal sliding if they would like to participate in Spot Round. New applicants who meet the academic and residential eligibility requirements are also eligible to apply. Interested applicants who wish to participate in this Spot round must send SAT scores through College Board to NIT Srinagar (Institute Code 7283) so as to reach NIT Srinagar on or before **July 25, 2016**. Valid SAT subject test scores of SAT subject tests administrated by College Board prior to June 30, 2016 will be considered for Spot Round.

More details regarding how to register for Spot Round will be announced in the DASA 2016 website around July 15, 2016.

#### **12. BRANCH CHANGE**

No change in Branch will be allowed at any stage after allotment of a Branch during internal sliding and spot round. Upgradation will be allowed subject to the condition of availability of the seats vacated by the student of relevant category i.e. NRI/ PIO/ FN/ CIWG at the end of the first year only.

### **13. MISCELLANEOUS INFORMATION**

Following information is for the benefit of candidates who are taking admission in DTU.

- 13.1. Academic session will start on 01/08/2016. For more information please visit [www.dtu.ac.in](http://www.dtu.ac.in) and Academic Calendar as announced later on DTU website.
- 13.2. All candidates and parents are advised to make their own arrangements for stay in Delhi, as DTU will not be able to provide any accommodation during the reporting/ admission.
- 13.3. All selected foreign nationals (excluding PIO card holders) must obtain a valid students visa issued by the Indian Missions abroad. The visa can be obtained by producing the provisional admission letter and other required documents at the Indian Missions located in their respective country. All foreign national are required to register with FRRO as per Indian Law. All FN are required to submit self-attested copies of documents separately for FRRO registration.

### **14. MEDICAL EXAMINATION**

The candidates, in their own interest, are advised to ensure that they are medically fit to pursue the prescribed course of study. The candidates would be required to submit the Medical Certificate from an Authorised Medical Practitioner in their home country or India for general fitness. Alternatively, the candidates would be required to undergo a Medical Fitness Test at the time of reporting DTU. Please note that if the candidate is not medically fit, his/ her admission is likely to be rejected.

### **15. ACADEMIC REGULATIONS, PLACEMENT AND INTERNSHIP**

Potential applicants should visit the website [www.dtu.ac.in](http://www.dtu.ac.in) or directly approach the authorities of the DTU for details on Academic Regulations, Placement and opportunities for internship.

#### Useful Links:

1. Download Anti-ragging Affidavits:  
[http://dtu.ac.in/Web/Academics/anti\\_ragging/Anti\\_Ragging\\_Affidavit\\_Format%20.pdf](http://dtu.ac.in/Web/Academics/anti_ragging/Anti_Ragging_Affidavit_Format%20.pdf)

**MEDICAL FITNESS CERTIFICATE**

(on letter head of the GP/Hospital etc.)

(To be signed by a registered medical practitioner holding a degree not below of M.B.B.S.)

**(TO BE SUBMITTED AT THE TIME OF ADMISSION)**

I certify that I have carefully examined Mr./ Ms.\*  
\_\_\_\_\_ Son/ daughter of Shri  
\_\_\_\_\_ whose signature is given  
below. Based on the examination, I certify that he/she is in good mental and  
physical health and is free from any physical defects, which may interfere  
with his/ her studies including the active outdoor duties required of a  
professional.

Marks of Identification \_\_\_\_\_

Signature of the Candidate \_\_\_\_\_

Place:

Date:

Name & Signature of the Medical Officer

With seal and registration number

\* Strike off whichever is not applicable.