

# NATIONAL INSTITUTE OF TECHNOLOGY AGARTALA

(An Institution of National Importance under Ministry of Education, Govt. of India)

## FREQUENTLY ASKED QUESTIONS (FAQs)

### (UG/ Dual Degree Admission 2025)

These Frequently Asked Questions (FAQs) are for those students who are allotted NIT Agartala as finally allotted institute in Central Counselling process of Admission in B Tech / BS-MS/ BT-MT programmes through JoSAA/CSAB2025 and need to register provisionally before Physical Reporting/ provisional admission at NIT Agartala.

**Ques:** Do I require registering myself online in the MIS portal NIT Agartala before appearing for physical reporting/ provisional admission?

**Ans:** Yes, by using the portal [mis.nita.ac.in](https://mis.nita.ac.in). **Parent information, Contact information and Address, Parent communication etc. details must be mandatorily entered in the portal during online registration.**

**Ques:** When do I register myself online in the MIS portal NIT Agartala?

**Ans:** Students allotted to NIT Agartala need to regular visit the NIT Agartala website/ portal mentioned on the notice dated 04/08/2025. **The portal shall tentatively open/ start on 19/08/2025, after the students list is received from JoSAA/ CSAB- 2025**

**Ques:** What are the dates of physical reporting?

**Ans:** 20<sup>th</sup> to 23<sup>rd</sup> of August, 2025. Time: 9.00 am to 4.00 pm. Physical reporting at specified venues at the Institute (notification on website:

<https://www.nita.ac.in/UserPanel/DisplayPage.aspx?page=og&ItemID=cgk> ).

**Ques:** Whom do I contact in case of any technical difficulty faced during online registration in the portal?

**Ans:** Email to [nitmisagt@mail.nita.ac.in](mailto:nitmisagt@mail.nita.ac.in) with exact question/ screenshots facing the problem in online registration.

**Ques:** Who can register online in MIS portal of NIT Agartala?

**Ans:** Candidates who have been allotted a seat finally by JoSAA/ CSAB should enter their JEE(Mains) application number and DoB/ Mobile number (verification) for log in and follow steps as mentioned and upload documents.

**Ques:** Date of issue of OBC-NCL and EWS?

**Ans:** Candidates of OBC-NCL and EWS must upload their respective certificates issued on or after 01/04/2025 as per instructions of JoSAA/ CSAB- 2025.

**Ques:** Can I submit Transfer certificate or Leaving Certificate instead of Migration certificate?

**Ans:** Migration certificate should be submitted as a mandatory document as per the list of documents. Transfer certificate or Leaving Certificate issued from the institute last studied/ attended may also be accepted where institute/ board does not issue Migration certificate.

**Ques:** Do I need to submit Conduct/ Character certificate?

**Ans:** Yes, this is one of the mandatory documents and required to be issued by the Head of the Institution/Organization last attended/ studied or by a Gazetted officer issued within last 6 months.

**Ques:** Whether I will be allowed to appear for Physical reporting if I am unable to submit Migration or Conduct certificate during reporting?

**Ans:** Provisionally such candidates may be allowed to appear for physical reporting, with an Undertaking that the candidate will submit the document(s) within specified date by Institute, signed by candidate and parent.

**Ques:** Whether all candidates require uploading and submitting income certificate and affidavit?

**Ans:** Candidates (**B.Tech programme only**, if want to apply for fee remission) of either of GEN/ GEN-EWS/ OBC-NCL category allotted a seat at NIT Agartala by JoSAA/CSAB-2025 and whose annual family income is less than Rs 5 lakhs have to submit documents (mentioned on the notice) for claiming tuition fee remission as per applicable GoI norms. Candidates (GEN/ GEN-EWS/ OBC-NCL category) having annual family income more than Rs 5 lakh are not eligible for fee remission. **Details are available on the Institute website** along with the notice.

**Ques:** Whether candidates of either SC/ST/PWD category need to upload or submit income certificate related documents?

**Ans:** **NO. SC/ST/PWD allotted category candidates does not require to upload or submit income certificate related documents.**

**Ques:** Do I require to submit 'Online Provisional Registration Slip' during physical reporting?

**Ans:** Yes, the 'Online Provisional Registration Slip' generated after completion of online registration in MIS portal must be submitted during physical reporting along with other documents mentioned in the notice.

**Ques:** Do I need to submit the photocopies of the documents?

**Ans:** Yes. Candidates must submit a set of photocopies of all documents self-attested in blue inked pen and date. Candidates also must bring all original documents for verification during physical reporting.

**Ques:** Do I require to pay the Balance Institute Fee during online registration or Physical reporting?

**Ans:** Candidates, allotted seat at NIT Agartala, may require to pay a Balance Institute Fee based on the fee submitted by them in JoSAA/CSAB2025 and prescribed semester fee of respective program. **However, such fee is required to be submitted at a later date after Physical reporting completion.**

**Ques:** Whether income certificate of monthly basis is acceptable?

**Ans:** NO. Only **ANNUAL FAMILY INCOME** certificate is required to be uploaded/ submitted for claiming tuition fee remission in B.Tech program. Affidavit must also be uploaded/ submitted along with the income certificate.

**Ques:** Whether affidavit unfilled is acceptable?

**Ans:** The income certificate (format given in the notice) and the affidavit should be filled up properly. No fields must be left unfilled, NA/ NIL may be used wherever and if not applicable.

**Ques:** What are the Financial Year and Academic Year?

**Ans:** The **Financial Year (F.Y) is 2024-25 and Academic Year (A.Y) is 2025-26**, wherever applicable should be used while filling documents.

**Ques:** Whether incomplete or unfilled forms/ documents are acceptable?

**Ans:** NO. Incomplete or unfilled forms/ documents are not acceptable.

**Ques:** How do I avail the hostel facility?

**Ans:** The process of Hostel allotment will be uploaded on the website. For any query related to hostel, candidates may write to [chiefwardennita@gmail.com](mailto:chiefwardennita@gmail.com) or may visit institute website for contact numbers.

**Ques:** Is it mandatory to complete the formalities of **Anti-Ragging Undertaking**?

**Ans:** YES. Candidates must follow the steps as mentioned in the notice published on the website. **This is mandatory. Visit:** <https://antiragging.in/>

**Steps:**

Undertaking → Register → Choose your Educational Institution Type as UNIVERSITY

**University details:** - State in which University is based- Tripura

- University name (Select University state first): National Institute of Technology Agartala (Code: U-0493)

- Current year of study: 1

- Nearest Police Station: Jirania Police Station

Fill up other details and Submit form in the portal. Refer [www.nita.ac.in](http://www.nita.ac.in) for Institute details.

**NOTE:** Retain the PDF of the UNDERTAKING containing the **REFERENCE NUMBER**.

**This has to be submitted to NIT Agartala.**

Details of submission are available with the notice on Institute website.

**Ques:** Should I have to read the **Student Discipline Manual**?

**Ans:** All students **must read the STUDENT DISCIPLINE MANUAL** available on the NITA website.

([https://www.nita.ac.in/uploaded\\_files/Student-Discipline-Mannual\\_Sept2024.pdf](https://www.nita.ac.in/uploaded_files/Student-Discipline-Mannual_Sept2024.pdf))

**It is advisable that parents/ guardians of students also read the manual.**

**Ques:** Whom may I contact for any general queries related UG/ Dual Degree admission at NIT Agartala.

**Ans:** May contact or may write to email ([help.ugadmnnita@gmail.com](mailto:help.ugadmnnita@gmail.com)) mentioning specific query on the Subject of Email. Email subject must start with: “Allotted NITA 2025” and then query name.

For example: if the query is regarding a Migration document, then the subject would be- “Allotted NITA 2025\_Migration doc query”. Else, response may not be given for the query/email.

\*\*\*\*\*