NITA.5/(10-Acad)/CSAB-2024/Adm/2023-24 /A-1717   Date...29../07/2024

NOTICE

This is to inform those who have been allotted seat at NIT Agartala in the regular rounds of JoSAA- 2024 and CSAB- 2024-Special Rounds, for admission to UG and Dual Degree programmes, should **report physically at the Institute between 12th, 13th, 14th and 16th August, 2024, during 9 am to 4 pm**.

The details related to registration and a list of documents to be submitted at the time of provision admission is stated here under:

Instructions for online registration on MIS portal:

1. Register yourself in the MIS portal through link **www.mis.nita.ac.in** by using the **JEE (Main) 2024 Application number**, before appearing for physical reporting.
2. Enter and fill the required details in the portal.
3. Candidates must upload the following documents in the online portal as mentioned below (In case of multiple documents, upload in a single pdf file):

Table- 1

Sl. no.	Document
a)	Score card of **JEE (Main) 2024. (mandatory)**
b)	Admit of class 10/ Birth certificate, for age proof. **(mandatory)**
c)	Marksheets of **10th** and **12th or Equivalent. (mandatory)**
d)	Provisional Admission Letter finally issued by JoSAA/CSAB 2024 and final Seat acceptance letter. **(mandatory)**
e)	Photo ID proof, as per Govt. of India guidelines. **(mandatory)**
f)	**If applicable**: Upload the Certificate/s (SC/ST/OBC-NCL/GEN-EWS), issued by the competent authority, as per Government of India format (available at the JoSAA 2024 website). **In case of OBC-NCL/GEN-EWS category, the certificate must be issued on or after 01/04/2024.** ➢ **For candidates of Maharashtra state, <u>Caste validity Certificate</u> is mandatory along with caste certificate.** ➢ **ST certificates from Tamil Nadu state must be issued by the concerned Revenue Divisional Officer.**
g)	**Migration** and **Conduct/ Character** certificate, from the last attended Institution. **(mandatory)**
h)	Physical Disability Certificate, as per JoSAA 2024 format, if applicable.
i)	Undertaking as per prescribed format at **Annexure- A. (mandatory)**
j)	If Applicable (for B. Tech. courses only): Upload a **valid Annual Family Income Certificate,** from all sources, and **affidavit in the prescribed format**, issued by the competent authority strictly to claim tuition fee remission at NIT Agartala. Certificate should be in Hindi/ English only. **Details are given in subsequent pages of notification.** **Note: SC/ST/PwD students need not upload Income certificate for tuition fee waiver.**
k)	**Medical Certificate, as per JoSAA/ CSAB- 2024**

4. An **online provisional registration slip** will be generated. All are instructed to save the online provisional registration slip for future reference. (Candidates must enable the pop-ups in their browser to download the online provisional registration slip).

5. **Candidates must complete the Online registration before the appearing for Physical Reporting at the Institute.**

Instructions for Physical Reporting at NIT Agartala (12th, 13th, 14th and 16th August, 2024):

1. Candidates must bring the **online provisional registration slip.**
2. Candidates must bring **all the Originals of the above mentioned documents (Table- 1) along with a set of duly self-attested photocopied hard copies.**
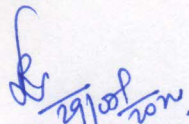
Following points are to be noted by the candidates:

1. For details of fees for 1st Semester, candidates may visit Institute website. The different heads of fees (including tuition fee) may be changed by the Competent Authority. In such case, students are required to pay the changed fee.

2. Candidates not eligible for tuition fee waiver and remission are required to pay the **Balance Institute Fee**.

3. No request of extension of date of physical reporting will be entertained.

4. Classes will commence from tentatively **22nd August, 2024** for UG and Dual degree students admitted during 2024-25 session.

5. The Induction programme for all admitted students will be start on **19th August, 2024.**

6. **Notification regarding the Anti- Ragging is appended with this notice.**, as per **Annexure– IV.**

7. For hostel related matters, students may contact the Office of the Chief Warden.
   (Mr. R.K.Bhogendro Meitei, Assistant Professor, M.E Department & Chief Warden (chiefwardennita@gmail.com)).

Refund:

1. If a candidate decides to quit the allotted course at NIT Agartala, after the last date of withdrawal/ cancellation, as announced by JoSAA- 2024 and/or CSAB- 2024, the Institute will refund only the academic caution money, after the amount paid by the candidate to JoSAA and/ or CSAB is transferred to NIT Agartala.

2. At any point of time, in any semester during the tenure of a course, if an admitted student cancels admission or abandons the course without completing the programme, the fees paid in all the semesters will be forfeited by the Institute. The student will be eligible for refund of academic caution money only.

3. To cancel admission, the student has to apply for a No-Dues certificate through his MIS account. Once the No-Dues certificate is issued, the candidate has to apply with a copy of the No-Dues certificate, for the release of Caution Money.

Candidates must visit Institute website regularly for any further updates.

This is issued with the approval of the competent authority.

(Prof. Rajib Saha)
Dean (Academic)
NIT Agartala

Copy to:-
1. PS to the Director for kind information of the Director.
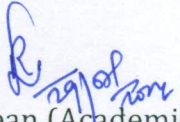2. All Deans, NIT Agartala for kind information.

3. The Registrar, NIT Agartala for kind information.
4. Professor-in-charge, Admission (JoSAA- 2024 and CSAB- 2024), for kind information and necessary action.
5. All HODs and W/S, for kind information and necessary action.
6. Asso. Dean (Exam), for kind information.
7. Asso. Dean (UG), for kind information.
8. Chief Warden, for kind information and necessary action.
9. 1st year Co-ordinator, for kind information and necessary action.
10. Dy. Registrar (Academic), for kind information and necessary action.
11. Asstt. Registrar (Academic), for kind information and necessary action.
12. Faculty-In-Charge, MIS, for kind information & necessary action.
13. Head (F&A), for kind information and necessary action.
14. System Administrator, with a request to upload the notice in the Institute website.

Dean (Academic)
NIT Agartala