



भारतीय प्रौद्योगिकी संस्थान भुवनेश्वर
INDIAN INSTITUTE OF TECHNOLOGY BHUBANESWAR
Academic Section

सूचना/NOTICE NO. 267/Dt- 14.07.2023.

**DETAILS OF ADMISSION AND REGISTRATION PROCESS FOR 1ST YEAR B.TECH.
& DUAL DEGREE PROGRAMMES FOR AUTUMN SESSION (2023-24)**

First year B.Tech & Dual Degree students (freshers) will report to the Institute Campus physically between 5th & 6th August, 2023.

- A.** Candidates who have accepted seats for joining UG programmes at IIT Bhubaneswar through JoSAA will be intimated through E-mail from the institute ERP system **by 2nd August, 2023**, informing them their **Roll Nos, institute E-Mail IDs & Passwords** and **ERP login IDs & Passwords**. Email will be sent in the Email IDs available in the JEE application forms.
- B.** On receiving the email above, candidates are required to Login to the institute Email web server (mail.google.com/a/iitbbs.ac.in) and ERP server (www.erp.iitbbs.ac.in) and **RESET** both the **Email and ERP passwords**. Subsequently, only the institute **Email id will be used for correspondence with the students**.
- C. Fee Payment, ERP Profile Creation, Uploading of Documents:**
- a) **Fees payment, ERP profile creation and uploading of documents** are to be completed **by 4th August, 2023 (Friday)**. Visit the institute admission portal (<https://www.iitbbs.ac.in/admission-portal-b.tech.php>) for fee details and payment links (also available on the next page).
- b) **Fee Payment details updating** in ERP is to be completed **by 4th August, 2023 (Friday) through online mode**. On completion, students will receive a confirmation email from the ERP.
- c) Upload the documents as listed below (Annexures are attached herewith) and a Passport size colour photograph to ERP. **Please check the list of documents and keep soft copies ready with you for uploading**. Hard copies of all documents must be submitted int the institute at the time of registration. Original documents are to be produced for verification, failing which admission may be cancelled.

List of Documents to be uploaded to ERP and submitted at the time of registration:

- 1) JEE Admit card.
- 2) Seat Allotment Letter/Admission Offer letter of JoSAA.
- 3) Proof of Advance Fee Deposit of ₹36,000/- (for GEN / GEN-EWS / OBC-NCL category) and ₹16,000/- (for SC/ST/PwD category) towards seat acceptance fee.
- 4) 10th class Certificate and Mark Sheet (*keep Photocopy- 1 set for submission*).
- 5) 10+2 or equivalent Certificate and Mark Sheet (*keep Photocopy- 1 set for submission*).
- 6) Proof of Date of Birth or Birth Certificate. Original to be produced for verification at the time physical reporting at the Institute.
- 7) Caste Certificate as per GOI format / EWS Certificates as per JoSAA format.
- 8) Attested copy of Disability Certificate (For PwD candidates as per Govt. of India / JoSAA format).
- 9) College Leaving Certificate/Migration Certificate.
- 10) OCI Certificate or PIO Card (if applicable).
- 11) Proof of fee payment transaction details (**Institute Fee and Hostel Mess Advance are to be paid separately**).

12) Annexures (to be uploaded to ERP submitted at the time of registration):

- a) Annexure-I (Student's Profile Form).
- b) Annexure-II (Declaration /Undertaking from the student & Parents).
- c) Annexure-III (Antiaging Form).
- d) Annexure-IV (Health Certificate Form): **Mandatorily required to submit a copy of the certificate to the Hostel at the time of reporting.**
- e) Annexure-V (Declaration for Sharing of Students Academic Performance).
- f) Annexure-VI (Anti-Plagiarism Policy).
- g) Annexure-VII (Use of Internet only for Academic Purpose).
- h) Annexure-VIII (NSO or NSS or NCC Form).

13) Income Certificate(s) of parent / Guardian (Certificate must be issued by the Authority not below the rank of Tehsildar).

DETAILS OF FEES TO BE PAID		
	GEN / OBC – NCL/GEN-EWS	SC / ST / PwD*
Total fee for the Autumn 1 st Semester (Institute Fee ₹1,35,290 + Hostel Mess Advance ₹18,000/-)	₹1,53,290/-	₹ 53,290/-
-(less) seat acceptance fee for IIT Bhubaneswar	₹36,000 /-	₹16,000/-
+(add) Processing fee for document verification at the reporting centre	₹2000/-	₹2000/-
Fees to be paid at the time of registration at IIT Bhubaneswar	(Institute Fee: ₹1,01,290/- + Hostel Mess Advance: ₹18,000/-	(Institute Fee: ₹21,290/- + Hostel Mess Advance: ₹18,000/-

*100% Tuition fee is waived for SC/ST/PwD category students.

1. Click on the below link for Online fee payment. Institute Fee and Hostel Mess Advance are to be paid separately.

(a) **Institute Fee:** Online payment in ERP (Link- <https://erp.iitbbs.ac.in/index.php>),

following the steps as under:

1. Login into ERP
2. Click on "Registration"
3. Click on "Pay Semester fee"
4. Verify the data and press on "Verified and Next"
5. Click on "Pay"
6. Select Mode of Payment and complete the process

(b) **Hostel Mess Advance:**

(a) Through online (Link- http://www.iitbbs.ac.in/hostel_payment.php)

OR

2. Through NEFT (Online Money Transfer for bank loan only):

(a) **Institute Fee:**

State Bank of India A/c No. 30824066553, IFSC Code: SBIN0061223, Argul Campus Branch, IIT Bhubaneswar, Account Holder Name: Registrar IIT Bhubaneswar.

(b) **Hostel Mess Advance:**

Canara Bank A/c No. 80072200011951, IFSC Code: CNRB0017282, Canara Bank, Argul Branch, Account Holder Name: IIT Bhubaneswar Hostel Account.

N.B:

1. The candidate has to mention in the transaction narration “His/her name, “Institute Roll No.” and “Branch” & “Admission to 1st year B.Tech/Dual Degree” without which, the payment will not be accepted .
2. Any issue regarding payment of fee, the students may contact in the e-mail: office.fa@iitbbs.ac.in and Telephone: +91674-7134563
3. Any issue regarding profile creation and uploading of documents in ERP, the students may contact in the e-mail: erp.admin@iitbbs.ac.in and Telephone: +91674-7138615/ 7138608
4. Any issues regarding academic related matter, the students may contact in the e-mail: academic.btech@iitbbs.ac.in and Telephone: +91674-7134461/7134574

D. Important Dates

Sl.No	Registration activities	Important date
1	Date of receiving of seat allotment list from JoSAA	31/07/2023
2	Allotment of Roll No. to students and sending the list to CITSC for creation of institute email IDs of the students.	01/08/2023
3	Email ID creation by CITSC	01/08/2023
4	Intimation of Roll No. and Email ID & Password to the students by ERP with information on reporting and instruction for fee payment, profile creation and documents uploading	02/08/2023
5	Last date for fee payment and profile creation by the students	04/08/2023
6	Date of reporting at the Campus	05/08/2023 to 06/08/2023
7	Date of registration	07/08/2023
8	Date of Orientation of Freshers	08/08/2023
9	Date of English diagnostic test	08/08/2023 (2nd half) & 09/08/2023
10	Commencement of classes	10/08/2023

E. English Diagnostic Test

Students have to appear for an English Diagnostic Test which will be conducted on **8th August 2023 (2nd half) & 9th August 2023**. Information for appearing the test will be communicated in a separate email. English Diagnostic Test is compulsory for all students.

F. Orientation Programme

Orientation programme will be conducted on **8th August 2023**. Information on orientation programme will be shared with students by the Students Counselling Cell and same will be available on the web portal.

G. Commencement of Class

1. Classes for 1st year B.Tech. & Dual Degree students will commence from **10.08.2023 (Thursday)**.
2. Class time table is available at institute academic website (<https://www.iitbbs.ac.in/timetable.php>).
3. Please visit the Institute website <https://www.iitbbs.ac.in/btech-admission.php> for course Contents/ Curriculum/ Regulations/ Academic Calendar and other Academic activities.
4. For updates, please keep visiting the Institute website www.iitbbs.ac.in

Sd/-
Deputy Registrar (Academics)