F. No. 15—12/2025-Acad

सूचना/ NOTICE

ADMISSION AND REGISTRATION PROCESS FOR
1ST YEAR M. Tech. PROGRAMMES
AUTUMN SESSION (2025-26)

1. Candidates who have accepted seats for joining **PG (M.Tech) programmes** at IIT Bhubaneswar through **COAP** will be intimated through E-mail from the Institute ERP system as per the dates mentioned in sl. No. **6 below.**

2. As per GoI guidelines, APAAR ID (Automated Permanent Academic Account Registry ID) for all students are mandatory. Hence, all candidates are advised to create their APAAR ID (Automated Permanent Academic Account Registry ID) by visiting the web link (https //www.abc.gov.in/assets/resources/step by step guide abc id students.pdf), if not already have a APAAR ID.

3. The Institute will send the details of admission procedure (instructions) through e-mail from the Institute ERP system from time to time based on each round.

4. The candidate needs to do the following after getting instructions through email:

a)	ERP profile creation	-
b)	Fee payment	Fee detail are at **Annexure - B**
c)	Uploading of documents	Document details are at **Annexure-A** Please keep the scanned copies ready with you for uploading

5. It may be noted that only the Institute Email Id will be used for further correspondence with the students.

6. Consolidated important dates information are as below:

Sl No	Date	Event	Location	Remarks
1	28-Jun-2025 To 22-07-2025	E-mail from the Institute ERP system with details of admission procedure	-	1. Any issue regarding profile creation and uploading of documents in ERP, the students may contact erp.admin@iitbbs.ac.in
2	28-Jun-2025 To 22-07-2025	Opening of link for ERP profile creation and fee payment	-	2. Any issue regarding payment of fee, the students may contact fa.students@iitbbs.ac.in / Tel.: 0674-7134563 / 0674-7134803
3	23-Jul-2025	Physical Reporting in Institute Campus	Hostel	1. Candidates are required to submit a copy of the Health certificate (Annexure-IV) to the Hostel at the time of reporting. 2. For any Hostel issue please contact warden.office@iitbbs.ac.in / Tel - 0674-7134602
4	24-Jul-2025	Registration & Interaction with parents	Academic Section	For any inquiry related to admission please contact academic.mtech@iitbbs.ac.in / Tel. 91-674-7134465
5	25-Jul-2025	Orientation of fresher's	Auditorium	
6	28-Jul-2025	Commencement of Classes	As per time table	Class time table is available at institute academic website Time Table – IIT Bhubaneswar
N.B.: Please visit the Institute website https://www.iitbbs.ac.in/ for course contents/ Curriculum/ Regulations / Academic Calendar and other Academic activities.				

Sl. No.	**I.**	**Scanned copy of the following documents must be keep ready in advance to be uploaded at the time of online registration**
	Sl. No.	**Documents**
	a)	COAP Admit card.
	b)	GATE score card.
	c)	Seat Allotment Letter/Admission Offer letter.
	d)	**APAAR ID (Automated Permanent Academic Account Registry ID) document.**
	e)	Proof of Advance fee Deposit of **₹ 20,000/-** for all category towards seat acceptance fee for M.Tech.
	f)	10th class Certificate and Mark Sheet
	g)	10+2 or equivalent Certificate and Mark Sheet
	h)	B.Tech / equivalent certificate *(Candidates unable to submit the Qualifying Degree certificate, are required to provide Provisional Certificate or a Course completion certificate duly signed by the Head of College/ Department from the concerned institution*)
	i)	Proof of Date of Birth or Birth Certificate. Original to be produced for verification at the time physical reporting at the Institute
	j)	Recent passport size colour photographs in JPG format with dimension of 200X250 pixels and less than 100 Kb.
	k)	Candidates who are employed are required to submit a relieving certificate from employer in case they are currently employed, failing with they will not be entertained.
	l)	**SC/ST/GEN-EWS/OBC-NCL/ Disability certificate** as per the Govt. of India format issued by a Competent Authority. The **GEN-EWS** and **OBC-NCL** valid certificates are in the prescribed format as per Govt. of India (on or after 01-Apr-2025) by a competent authority.
	m)	College Leaving Certificate/Migration Certificate.
	n)	Fee payment transaction details (Seat acceptance fee, Institution fee and Hostel fee)
	o)	Income Certificate(s) of parent / Guardian (Certificate must be issued by the Authority not below the rank of Tehsildar).

Sl. No.	**II.**	**The following forms, which can be downloaded from the institute website (https://www.iitbbs.ac.in/index.php/home/academics/forms/), must be duly filled out to be uploaded to ERP and signed for submission at the time of registration.**
	Sl. No.	**Documents**
	a)	Student's Profile **(Annexure I)**
	b)	Student's undertakings and guardian's declaration **(Annexure II).**
	c)	Anti-raging Form **(Annexure III)**
	d)	Health Certificate Form) mandatorily required to submit a copy of the certificate to the Hostel at the time of reporting. **(Annexure IV)**
	e)	Declaration for sharing of student's academic performance **(Annexure-V)**
	f)	Anti-Plagiarism Policy **(Annexure VI)**
	g)	Use of Internet only for Academic Purpose **(Annexure-VII)**
	h)	ID creation form **(Annexure-VIII)**
	i)	Photocopy of bank passbook with account details in **(Annexure X)**

III. At the time of admission, you are required to **bring all the original documents** mentioned above for **verification, failing which admission may be cancelled**. One set of duly self-attested Xerox copy of all documents needs to be submitted in the Academic Section.

I.   Fee Details:

Sl. No.	Particulars	Amount (₹) For General/OBC/category	Amount (₹) For SC/ST and PwD category
	INSTITUTE FEES		
1.	Institute Fees	₹12,040 /-	₹12,040/-
2.	Caution Money Deposits (Refundable)	₹12,000/-	₹12,000/-
3.	**One Time Fee at the time of admission**	₹ 8,000/-	₹ 8,000/-
4.	Tuition Fee	₹ 5,000/-	*
	Total:	**₹ 37,040/-**	**₹ 32,040/-**
	Less: Seat Booking fee paid:	**₹ 20,000/-**	**₹ 20,000/-**
	Institute Fee to be paid at the time of registration:	**₹ 17,040/-**	**₹ 12,040/-**
	HOSTEL FEE		
1.	Hostel Mess Advance	₹ 18,000/-	₹ 18,000/-
2.	Hostel Establishment Charges	₹ 10,500/-	₹ 10,500/-
	Total	**₹ 28,500/-**	**₹ 28,500/-**

100% Tuition fee is waived for SC/ST/PwD category of students of M. Tech.

II.   Bank Details & Fee payment Procedure:

Institute Fee & Hostel fee are to be paid separately as instructed below:

Sl. No.	Type of Fee	Payment Link & Procedure
1.	**Institute Fee**	https://eims.iitbbs.ac.in 1) Login into EIMS 2) Click on "Admission" 3) Click on "Update & Print Student Profile" 4) Click on "Pay Fees" 5) Verify amount and click on "Pay fees" 6) Complete the payment process.
2.	**Hostel Fee**	http://www.iitbbs.ac.in/hostel_payment.php **OR** Through NEFT (Online Money Transfer): Canara Bank A/c No. 80072200011951, IFSC Code: CNRB0017282, Canara Bank, Argul Branch, Account Holder Name: IIT Bhubaneswar Hostel Account

N.B.: The candidate has to mention in the transaction narration "His/her name, "Institute Roll No." and "Branch" & "Admission to 1st year M.Tech" without which, the payment will not be accepted.