

IIIT-Delhi Counseling Instructions

B.Tech. Counseling Instructions and Schedule, July 25, 2013

Counseling will be held in Lecture Hall (C-01) and Lecture Hall (C-11), IIIT-Delhi, OKHLA Campus (Extd Campus GB Pant Polytechnic) Near Govind Puri Metro Station, Okhla Phase-III, New Delhi. You are requested to be seated by **08:30AM for Morning Session and 1:30pm for Evening Session on 25-July-2013 (Thursday)**.

Delhi Candidates (Attendance is must for Delhi Candidates)

Candidates eligible for counseling will be announced on the website. These candidates have to be present physically for counseling, as per schedule given below. No candidate will be admitted or put on wait list in absentia. If a candidate cannot attend due to medical reasons or other emergency, explicit written permission must be taken from the Admission Controller, IIIT-Delhi before the date of the counseling by providing an undertaking etc:

Email to: btech-admissions@iiitd.ac.in The counseling will be done for the seats mentioned in the information brochure available on institute's website. Attending the counseling doesn't guarantee you an admission.

Outside Delhi Candidates

1. It is not mandatory for candidates to present themselves physically for the counseling. However, candidates eligible for counseling are welcome to attend the counseling in the morning session along with the necessary documents.
2. The list of Candidates who have been allotted a seat will be announced on the website. They may come for counseling and deposit the fee on the day of counseling to secure admission. If they do not wish to attend the counseling in person they can secure their admission by ensuring the following latest by 24th July 2013 (03:00 PM):
 - a. Deposit fees of Rs1,60,000 /- in the HDFC Account of IIIT-Delhi:

Account No	:	20741110000035
IFSC Code	:	HDFC0002074
Account Title	:	IIIT DELHI-COLLECTIONS ACCOUNT
 - b. Send scanned copy of class XII mark sheet, JEE (Main) score card, proof of date of birth, category certificate, proof of fee deposited by email to : btech-admissions@iiitd.ac.in latest by 24th July 2013 (03:00 PM). All these submissions will be verified against original at the time of joining – any discrepancy will result in disqualification as well as loss of the entire fee. In addition, send a filled hostel request form, if hostel accommodation is desired.
3. The list of other candidates who are eligible for counseling will be announced on the website. They will be put on wait list if they deposit Rs 20,000 latest by 24th July 2013 (3:00 PM) in the account mentioned above. (Those who are coming in person to attend counseling can deposit the demand draft of Rs20, 000/- on the counseling day.) In case the student is offered a seat this deposit will be adjusted against the total fees – no refund will be given. For students who are not offered any seat, the entire amount will be refunded attending the counseling does not give any preference in wait list movement.

Counseling Schedule

Counseling of Delhi, General, is in the Evening session, and Counseling of all others is in the morning session. The counseling times are:

- **Delhi, all other categories:** 8:30 am, July 25
- **Outside Delhi, all categories:** 8:30 am, July 25
- **Delhi, General:** 2:00 pm, July 25

Detailed schedule is given below.

Morning Session Schedule

Schedule of Counseling		
Time	Event	
8.30 AM – 9:30 AM	Registration/Attendance of all candidates (attendance signing will close at 9:30 am.)	
9:30 AM	Presentation by Prof. P. Jalote, Director, IIIT-D	
	Counseling commences	
10.30 AM	All invited Outside Delhi Candidates (along with those who have already deposited fees.)	
10:45 AM	SC	All invited candidates in order of their ranks
10:45 AM	PH	All invited candidates in order of their ranks
11:00 AM -12 noon	CW	All invited candidates in order of their ranks
12:00 noon	OBC	All invited candidates in order of their ranks
12:30 PM	KM	All candidates under Kashmiri migrants category

Evening Session Schedule

Schedule of Counseling	
Time	Event
2:00 PM – 3:00 PM	Registration/Attendance of Delhi General Candidates (attendance signing will close at 3:00 pm.)
3:00 PM	Presentation by Prof. P. Jalote, Director, IIIT-D
	Counseling commences
4:00 PM	All invited Delhi General candidates in the order of merit.

Documents Required for Admission:

Document/draft required	Comment
1. Class XII mark sheet*	Original and one self attested copy
2. JEE (Main) Score Card	Original and one self attested copy
3. Proof of date of birth	Class X certificate or PAN card, Passport and a self attested copy
4. Category certificate if applicable as described in the information brochure available at institutes website. Without category certificate, a candidate will be considered under General category	Original and one self attested copy
5. Demand draft of Rs.1,60,000** /-	In favour of IIIT-D Collections Account, payable at Delhi

* If the original documents are deposited in some institute, a receipt in that respect and attested copies of certificates can be considered.

- . ** This covers IIT-Delhi fee for the academic year 2013-14 and caution deposit. See the rules for refund below. The institute has an income based fee waiver program and the details for the same is available on website

Seat Conversion: As mentioned in the information brochure available at institute's website.

Withdrawal, Wait List movement, and Refunds:

Any seats left vacant will be filled subsequently as per the following schedule from the wait list that will be created in the order of merit from the candidate registered on 25th July 2013 for the counseling and not offered an admission. If any seat becomes available due to withdrawal of admission, the information will be posted on the website and the next candidate in the waiting list of the same category will be invited for admission in the order of merit. This invitation will be sent by email as well as communicated on phone as seats become available. A candidate thus invited will have to take admission as per the schedule described below. Fee refund dates will remain the same as below.

Withdrawal of seats:

- Last date of withdrawal without penalty is Jul 29, 5pm; last date for withdrawal with a penalty of Rs 5000 is 1st August, 5pm; last date with a penalty of Rs 25000, is 4th August, 5pm. (After this no refund will be given).
- Data on number of withdrawals will be updated on the website regularly

Waiting list preparation and movement.

- There is **one waiting list (for each category) for** allotment of seats (either in CSE or ECE) vacated by candidates withdrawing.
- A student is put on the wait list if he does not get a seat, or if he/she gets a seat in the program which is his/her second preference.
- If a seat becomes vacant in a program then the seat will be offered to the student in order in the wait list and will be given to the student highest in the waiting list who accepts it. Seats will be offered to candidates in wait list as and when a few seats become available.
- If the seat being given is in the program that is the **first priority** of the student, then his/her name is removed from the waiting list (and from the other program in case he/she had already been assigned a seat there, creating a freed seat in that program).
- If the seat being given is in the program that is the **second priority** of the student, his/her name will **not** removed from the waiting list.

A candidate can withdraw his admission by sending a written request along with a copy of his offer letter to Admission Controller, IIIT-D and an email to btech-admissions@iiitd.ac.in .**No admissions will be made after 05-08-2013 and there will be NO refund of fee after 04-08-2013 (5PM).**

Hostel Accommodation

Hostel fee will cover the actual maintenance and running costs as well as recovery of capital cost (over a period of time), as there will be no subsidy. Hostel Fee is Rs 50000 per academic year (Rs 25,000 per semester) for a single seated room. For double seated rooms (in Boys' hostel only), the hostel fee will be 75% of the fee of single room, and for triple seated rooms (in girls hostel only), it will be 66% of the fee for single room.

For applying for Hostel, please give a written request clearly mentioning the Application No, Name , Region and Address.

Mess charges will be separate and will be based on actual charges by the vendor.