

ADMISSION PROCEDURE

ELIGIBILITY CRITERIA

A. ADMISSION IN TO THE B.TECH 1ST SEMESTER

1. Applicant must have passed 10+2 or equivalent examination from any recognised State Board (AHSEC, MBOSE, TBSE, NBSE etc.) or All India Board (CBSE & ICSE).
2. Applicant must have secured at least 45% marks of aggregate in Mathematics, Physics & Chemistry for General, OBC & MOBC category and 40% for ST (P), ST (H) & SC category.
3. Applicant must have secured minimum pass mark in English, Mathematics, Physics, and Chemistry.
4. Applicant must have secured minimum pass mark in theory as well as in practical examinations.
5. Applicant must not be more than 21 years of age on 1st August on the year of admission. For ST & SC category applicant the upper age limit is relaxed by three years & for B.Sc. passed (with English, Physics, Mathematics) the upper age limit is relaxed by one year.
6. Applicant must be appeared in the CEE or JEE examination.
7. Applicant may take admission in Private Quota seats as well as in **Govt. Quota** seats. The institute have **20% seats** i.e. **36 seats** (12 seats in each branch) under Govt. Quota. Admission in the Govt. Quota seats is as per the admission procedure of other state govt. engineering colleges. For Govt. Quota Seats applicant must appear in the CEE Counselling conducted by the Directorate of Technical Examination, Assam.

B. ADMISSION IN TO THE B.TECH. 3RD SEMESTER (LATERAL ENTRY)

1. Applicant must have passed 3 years diploma in engineering in the relevant branch securing a minimum aggregate of 50% (45% in the case of Schedule castes and 40% in the case of Schedule Tribes) from any Govt. Polytechnic Institute or Private Institute recognised by AICTE, New Delhi.
 2. Applicant must have appeared the entrance test conducted by the institute and the selection of the candidates will be based on the merit of the test.
 3. Applicant must apply for the entrance test either at GIMT-Tezpur or GIMT-Guwahati. The last date of submission of application will be notified in News paper & college website.
 4. There are no any Govt. Quota seats in Lateral Entry. Normally there are only 12 seats (per branch) which are reserved for Lateral Entry applicants.
- All applicants seeking admission in to B. Tech. course must fill-up the GIMT-Tezpur application form available at GIMT-Tezpur and GIMT-Guwahati. Applicant can also download the application form from the institute website www.gimt-tezpur.ac.in. However applicant must have to be deposited **Rs. 500/-** (Five hundred) either in the form of cash or DD along with the downloaded application form (filled up).

- Reservation of seats for ST(P), ST(H), SC, OBC & MOBC applicants are as per Govt. of Assam rules. Allotment of branch to the applicant depends on the CEE or JEE marks as well as the availability of the seats.

REQUIRED DOCUMENTS

A. FOR B. TECH. 1ST SEMESTER

1. Photo copy of HSLC or 10th level examination PASS CERTIFICATE, MARK SHEET and ADMIT CARD (as proof of age)
2. Photo copy of 10+2 level examination PASS CERTIFICATE, MARK SHEET and ADMIT CARD
3. Photo copy of CHARACTER CERTIFICATE from the head of the institution last attended
4. Photo copy of CAST CERTIFICATES for OBC/MOBC/ST(H)/ST(P) and SC category applicant from appropriate authority
5. Original copy of MIGRATION CERTIFICATES of the applicant if he/she passed the 10+2 examination other than AHSEC
6. Photo copy of ADMIT CARD & SCORE CARD of CEE or JEE examination
7. Original copy of the MEDICAL FITNESS CERTIFICATES from a registered medical practitioner in the given format (Annexure: I)
8. Photo copy of ADDRESS PROOF CERTIFICATE such as certificates from village head, SDO, driving licence etc.
9. TWO AFFIDAVITS on anti-ragging one for the applicant and the other for the parent's in the prescribe format duly signed by Notary on Rs. 20 stamp paper. (Annexure: II)
10. Total 5 nos. of stamped envelope (11cm × 27cm) with guardian's/ parent's full communication address
11. Four copies of pass port size recent colour photographs

B. FOR B. TECH. 3RD SEMESTER COURSE (LATERAL ENTRY)

1. Photo copy of HSLC or 10th level examination ADMIT CARD (as proof of age)
2. Photo copy of 3 years diploma examination PASS CERTIFICATE and MARK SHEET
3. Photo copy of CHARACTER CERTIFICATE from the head of the institution last attended
4. Photo copy of CAST CERTIFICATES for OBC/MOBC/ST(H)/ST(P) and SC category applicant from appropriate authority
5. Original copy of MIGRATION CERTIFICATES of the applicant if he/she passed the 3 years diploma examination other than 9 Polytechnic Institute of Assam
6. Original copy of the MEDICAL FITNESS CERTIFICATES from a registered medical practitioner in the given format (Annexure: I)
7. Photo copy of ADDRESS PROOF CERTIFICATE such as certificates from village head/SDO, Voter ID, driving licence etc.
8. TWO AFFIDAVITS on anti-ragging one for the applicant and the other for the parent's in the prescribe format duly signed by Notary on Rs. 20 stamp paper. (Annexure: II)
9. Total 5 nos. of stamped envelope (11cm × 27cm) with guardian's/ parent's full communication address
10. Four copies of pass port size recent colour photographs

- ❖ Applicants will be required to produce the **original of all the documents** at the time of admission or counselling for verification.
- ❖ Applicant must sign in all the photocopies submitted along with the application form.
- ❖ Applicant must produced appropriate original certificate from the head of the institution/ organization last attended or one **AFFIDAVITS** duly signed by Notary on Rs. 20 stamp paper if his/ her year of passing the qualification examination is not same with the year of admission.

PAYMENT PROCEDURE

Fees will have to be paid as a Demand Draft or Banker's Cheque drawn at any Nationalised or Regional banks in favour of **Shrimanta Shankar Academy A/C: GIMT-Tezpur**, payable at Tezpur. (If the Demand Draft drawn from **State Bank of India** then applicant can mention in favour of **Shrimanta Shankar Academy A/C: GIMT-Tezpur**, payable at **SBI Mission Chariali Branch**, Branch Code: 05783).

No Part payment of fee will be accepted. Fees once paid will not be refunded.

Online payment procedure will be intimated during the admission on finalisation by concerned stakeholders. For details log on www.gimt-tezpur.ac.in

PROVISIONAL ADMISSION

1. Interested candidate **fulfilling all eligibility criteria** may take provisional admission into B. Tech course in a branch of his/her choice offered by the admission authority by paying the Provisional Admission fees of **Rs. 5,000/-** by cash or online procedure facilitate by GIMT-Tezpur.
2. The Provisional admission will be start from **1st June, 2017**.
3. The candidate has to **confirm his/her admission** by paying the balance amount of **Rs. 59,750/-** by Demand Draft/ Banker's Cheque/ Online Payment Mode within 15 days (who have taken Provisional Admission on or before 30th June 2017)/ 7 days (who have taken Provisional Admission after 30th June 2017) from the date of his/her provisional admission. Once the candidate paid the full amounts of 1st semester fee his/her admission will be confirmed.
4. If any candidate has not paid the balance amount within the specified period, his/her admission will be automatically will be withdrawn and the seat will be offered to the next eligible candidate.
5. The admission fees Rs. 5,000/- is non-refundable.

All the waivers will be split over the first two semesters. A candidate can avail any one waiver facility (whichever is higher).

WITHDRAWAL

1. A candidate may withdraw his/her admission within 7 days from the date of admission confirmation.
2. If a candidate withdraws his/her admission after 7 days from the date of his/her admission confirmation, only caution money will be refunded to the candidate by Cheque.
3. If a candidate withdraws his/her admission within 7 days from the date of his/her admission confirmation but after 10 July 2017, Rs.2,000/- per day will be deducted from the 1st semester fees (Rs. 57,000/-) w.e.f. admission confirmation date and the balance amount will be refunded to the candidate by cheque.
4. If a candidate withdraws his/her admission on or after 1 August 2017, only caution money will be refunded to the candidate by cheque.
5. For withdrawal of admission, candidates are required to submit an application addressed to the Principal, GIMT Tezpur mentioning the reason of withdrawal at the admission cell. The date of application received by the admission cell of GIMT Tezpur will be considered as the date of application. All original money receipts should be attached with the application.

THE CLASSES FOR B. TECH. COURSES WILL START FROM 1st AUGUST 2017.