

NETAJI SUBHAS INSTITUTE OF TECHNOLOGY

Sector-3, Dwarka, New Delhi-110078

PROCEDURE FOR B.E. ADMISSIONS (2011-12)

NSIT will hold **Counseling** (application to be filled online) for admission to 1st year B.E. (Full-time) based on All India rank of AIEEE-2011 results, as applicable, in collaboration with National Informatics Centre (NIC).

- 1. COUNSELING FEE:** To participate in Counseling, every eligible candidate, irrespective of his category, will have to deposit a non-refundable Counseling fee of Rs.1000/- (in cash only) in any branch of **Andhra Bank through a duly filled challan form available on website**. To locate the nearest branch of Andhra Bank, use following:

<http://andhrabank.in/english/BranchLocator.aspx>

Only those candidates will be able to participate who have deposited the Counseling fee.

Counseling fee will be deposited from 6th June 2011 (Monday) to 15th June 2011 (Wednesday) at any designated branch of the Andhra Bank.

- 2. ONLINE REGISTRATION:** Having paid the Counseling fee, the candidate shall log on to <http://www.nsit.nic.in> where the registration form shall be displayed on the screen with the following parameters mandatory for successful registration i.e., AIEEE Roll No., AIEEE All India Rank, Candidate Name and Date of Birth. Online registration facility will be available from 21st June 2011 to 27th June 2011.

- If all the above four parameters have been entered correctly, then a new registration screen will appear and Candidate may register himself.
- Candidate shall be required to fill in basic details, which shall be used for filling of choices of branches and allotment of seat using the candidate's "User ID" which is his AIEEE Roll No. and "Password" as generated by the candidate.
- Candidates shall be required to fill all the details including choices of branches by using 'User ID' and 'password' generated by the candidate and allotment of seat will be done on the basis of data filled by the candidate and availability of seat.
- After successful registration, he will get a confirmation message on the same page. In case the confirmation message is not displayed the candidate has to re-register himself.
- It is in the interest of Candidate to remember his Password and keep it confidential, to avoid misuse for which NSIT/NIC shall not be responsible in any manner.
- Candidate has to take the print out of the registration form and get it attested either from the Principal, School/College last attended or from a Gazetted Officer. It has to be submitted at the time of admission.

3. FILLING OF CHOICES:

- (i) After successful login, candidate's homepage would be opened and following options will be displayed:
- (a) **Registration Details:** Registration Details are important for seat allotment and should be filled very carefully.
 - (b) **Edit Registration:** Any mistake can be corrected in the above through "Edit Registration" option.
 - (c) **Available Fill Choices:** A list of branches will be provided.
 - (d) **Fill Choices:** Candidate can fill the branches of his choice in order of preference. It is in the interest of the candidate to fill maximum available choices preference wise.
 - (e) **Display filled choices:** Choices entered by the Candidate will be displayed on different form so that he can check the information entered earlier.
 - (f) **Locked Choices:** Candidate can lock the choices by pressing the 'Lock' button, and then candidate has to give his password for confirmation. Once the choices are locked, it cannot be unlocked and hence preferences of the branches cannot be changed.

Note: Candidate should take the print out of the filled choices, self-attest it and submit it at the time of admission.

- (ii) **Allotment of seat:** After the choice filling period is over, all filled choices of all the registered candidates will be considered for allotment of seats as per their merit (AIEEE All India Rank) and their category.

4. **Result Declaration:** On the date of result declaration, candidate can take printout of provisional allotment letter from the website, <http://www.nsit.nic.in>. The allotment of seats at this stage is purely provisional and is subject to verification of original certificates and payment of Institute fee etc, at the time of reporting to NSIT for admission.
5. Candidates are required to report to NSIT in the specified period (as per the Counseling schedule to be notified from time to time on the website <http://www.nsit.nic.in>) along with requisite fee and the documents/testimonials/certificates (for documents detail, please see link "Documents required at the time of Admission"). If a candidate does not report within the specified period, his allotted seat shall be cancelled and the candidate shall not have any claim on the seat, whatsoever.
6. If a candidate does not turn up and/or refuses to take admission in the allotted branch at the time of admission, he will not be considered in next phase/round of admission. Only admitted candidates will be considered for upgradation of branches in the subsequent phase/round of admission.

Only one chance for admission will be given to the candidate.

7. **Upgradation:** A candidate, who has been admitted to a branch other than his first choice, will automatically be upgraded, as per his merit in AIEEE-2011, to a Branch of his higher preference as indicated in his online application. The upgradation of branches shall be simultaneously available with the declaration of results from time to time.
8. **Freezing:** In case a candidate desires to continue in the branch allotted to him at the time of admission on subsequent upgradation, then he can freeze his branch by giving a request letter to the Chairman, BE Admission Committee within one day after the declaration of results for allotment/upgradation.

CAUTION:

The detailed Instructions about the Counseling is available on the website <http://www.nsit.nic.in>. The Candidates are advised to go through the details thoroughly and familiarize with these before registration.