

INDIAN INSTITUTE OF TECHNOLOGY DELHI
HAUZ KHAS, NEW DELHI - 110016

DEPARTMENT/CENTRE/ SCHOOL _____

No. IITD/Admission/M.Tech/2017-18/

Date :

Subject: Offer of Admission to M.Tech. Programme as **Full-time Student with Institute Teaching Assistantship (GATE QUALIFIED CANDIDATES)** for Semester I, 2017-18

Mr./Ms. _____

(Application No _____)

Dear Candidate,

It gives me pleasure to inform you that you have been selected for admission to the M.Tech. Programme in _____ of this Department/ Centre/ School on Full-time (Institute Assistantship) basis subject to the following terms and conditions:

1. **[IMPORTANT]** If you wish to accept this offer, you will need to do so by registering at **Common Offer Acceptance Portal (COAP)** and choosing **“Accept and Freeze”**. If you wish to decline or wait for a while to accept the offer, even then you will need to register on this portal and choose **'Reject and Wait'** or **“Retain and Wait”**. COAP is a common portal for viewing and accepting offers from participating IITs for GATE QUALIFIED CANDIDATES. Registration portal is available at <https://learning.tcsionhub.in/coap>. Detailed procedure for Registration and Acceptance of Offers is also given on the portal.
2. Once you have accepted this offer on the COAP by selecting **“Accept and Freeze”**, you will have to deposit the first installment of Institute dues amounting to Rs. _____ through "State Bank Collect" utility of State Bank of India by visiting the following link <https://www.onlinesbi.com/prelogin/institutiontypedisplay.htm>. You can also deposit the fees in Cash in the SBI/ Canara Bank Branch at IIT Campus

You must mention/ write the application number indicated above while depositing the dues.

The receipt of the amount deposited in Online/ Cash must be shown to the Department / Centre / School Office (Room No. _____) latest by _____, failing which the offer of admission will automatically stand cancelled and the seat will be offered to the next candidate on the panel.

3. Your Admission is **provisional** subject to: (Please tick the relevant column):
 - (i) Production of attested copies of the qualifying **Degree Certificate and Mark Sheets** showing the required % of marks/ CGPA by 21.07.2017/31.10.2017
 - (ii) Production of proof of having appeared / passed in the qualifying degree examination on date of registration
 - (iii) Production of GATE Certificate in original showing score obtained on date of registration
 - (iv) Production of OBC /SC / ST /PH Certificate on date of registration
 - (v) Production of **Relieving Certificate** from Employer on date of registration
 - (vi) _____

If you are in the final year of your qualifying examination, you must inform P.G. Section, IIT Delhi **in writing** on the date of registration in case the requirements of your qualifying degree including Viva-Voce, if any, are not met on the date of registration. Failure to inform the P.G. Section about non-completion shall result in forfeiture of entire fees deposited by you, in addition to cancellation of admission.

4. It is expected that you have good general physique. You will have to produce on the date of Central Registration (at the P G Section Counter), a certificate to that effect in the prescribed format (copy enclosed). The admission is subject to your being found medically fit.
5. You will be required to give (at the time of Registration) an undertaking in the prescribed form to the effect, *interalia*, that you would not leave the programme midway or appear in any competitive examination etc., without the prior permission of the Institute.
6. You will be governed by the Rules and Regulation of the Institute in force from time to time.
7. Students who are not resident within 12 km from IIT Delhi Campus will be considered for allotment of hostel accommodation (subject to availability) on the recommendation of the Head of Department/ Center / School/ IDP Coordinator. Please note that the hostel charges payable are Rs. 30,000/- (Rs. 29,000/- for girls) which are to be paid in the Cash in the allotted hostels account through a challan form. In addition, you will be required to deposit an amount of Rs. 5300/- towards Hostel Seat Rent and Fan/ Electricity/ Water charges, as Institute dues over the above. Please note that hostel accommodation will be provided subject to availability, as there is a shortage of hostel rooms owing to the growing student population and renovation activities that are being undertaken.
8. You must report for Orientation at 9.00 a.m. on 21.07.2017 in the Dogra Hall of IIT Delhi. The Registration Schedule will be notified through the Institute Website. If for unavoidable circumstances, you cannot be personally present for registration on this date, you may, with the prior permission of Dean Academics, approved in writing, register until on 01.08.2017. Failing this permitted "late registration", the offer of admission would automatically stand cancelled, even if you have already paid the Institute / Hostel dues.
9. You will be required to renew your registration every semester which is done centrally, normally in July and December every year. On your failure to do so, your registration as Institute Student will stand terminated.
10. You are advised to bring at the time of registration, three copies of your recent stamp size photograph for preparation of Temporary Identity Card and Medical Booklet.
11. You are required to open an Account with the IIT Delhi branch of the State Bank of India/Canara Bank and intimate your Account number to the D.R. (Accounts). For introduction to the Bank, the student should contact the Assistant Registrar (Student Affairs)
12. You will be required to authorize the Institute in writing to deduct the Institute and Mess dues from your bank account.
13. In case, you have already been selected for admission in any other Deptt./ Centre / School/ Programme of this Institute, you will have to resign from the Deptt./ Centre/ School/ Programme before joining this Deptt./ Centre/ School/ Programme.
14. The Candidate admitted with Assistantship / Scholarship will be required to render 8 hours of work per week outside the normal academic work as per advice of the respective Department / Centre / School/ Programme. The Continuation of assistantship in subsequent semesters is contingent to their performing satisfactorily in the earlier semester(s). Their assistantship / Scholarship will be notified by the PG Section on submission of the documents mentioned in the para 3 above.

Head _____

Copy to: D.R. (PGS&R)