



भारतीय प्रौद्योगिकी संस्थान दिल्ली
INDIAN INSTITUTE OF TECHNOLOGY DELHI

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प्रो. वी. रामगोपाल राव, PhD

निदेशक

Prof. V. Ramgopal Rao, PhD

Fellow IEEE, FNAE, FASc, FNASc, FNA

Director

Date: 01.07.2019

Dear Student,

I offer to you my hearty congratulations on joining the IIT Delhi family. I also welcome you to the lovely campus of IIT Delhi, a place where we celebrate youth and excellence and attempt to transform young persons into adults with a sense of social responsibility, human values and concern for environment. We not only strive to train the students to become excellent scientists, technologists, thinkers and leaders of the society, but also help them mould themselves into better human beings.

At IIT Delhi, we hope to offer you an environment which will empower you to realize your full potential as a scholar and become a valued citizen of the country and the globe. We do this through a rigorous curriculum which will challenge your intellect; a classroom and laboratory experience which will be both competitive and cooperative on the one hand and comprehensive on the other; and a campus ambience where bright young people shape each others' minds and thinking even as they shape their own. The vibrant hostel life will offer you an opportunity to learn to do things together with a sense of collective responsibility, even as you work together as a team to bring glory to your hostel and to your Institute through sports and extra-curricular activities. The campus festivals not only bring fun, frolic and colour to the campus, but also provide the students a platform to compete, entertain and become a well-rounded person.

We hope that you would use this opportunity well and use it to develop your full potential and bring out the best in you in whatever field of endeavor you wish to excel. The choice is yours. You will have enormous freedom, but the responsibility to make the appropriate use of this freedom will lie with you. Whatever else you may do, you are primarily here for academics and that is something you should never forget.

I believe that your education in IIT Delhi will be a fulfilling experience. There would, of course, be times when you might feel lonely and stressed, especially during the initial phase of your stay here. During these times, I will strongly suggest that you should not hesitate in seeking help from your Student Mentor, Hostel Warden, any other faculty member or the student counsellors of the Institute. We will make a genuine attempt in assisting you during the times of your trials and tribulations. In case of special needs, you are welcome to seek the help of the Dean, Student Affairs or the Dean, Academics.

I sincerely hope that your academic pursuits at IIT Delhi will be fruitful and enjoyable in every respect, as it has been to the past batches, and the experience you gain here and the moments you spend here will be cherished by you throughout your life.

Wishing you the very best,

(V. Ramgopal Rao)

INDIAN INSTITUTE OF TECHNOLOGY, DELHI
Hauz Khas, New Delhi – 110 016

Prof. Rajesh Khanna
Dean (Student Affairs)

Prof. Arvind Nema
Assoc. Dean (Hostel Management)



Tele. No. 26591706

E-mail: deansa@admin.iitd.ac.in

July 03, 2019

Dear Student,

Congratulations to you on your success. We have great pleasure in welcoming you to IIT Delhi, one of the premier Institutes of the country. We are sure your dreams of pursuing a cherished profession will be realized during your stay in this great Institute. IIT Delhi is primarily a residential campus and most of the students stay in the hostels.

Information regarding the Hostel allotted to you will be available on the IIT Delhi website by July 19, 2019. You should report to the Caretaker of the hostel allotted, on arrival in the campus and should submit the receipt of the hostel fee remitted in duplicate to the caretaker for room allotment. Kindly note that parents accompanying their wards are requested to make their own arrangements for stay

IIT Delhi provides an excellent academic environment along with ample opportunities to bring out your potential in extra-curricular activities as well. I take this opportunity to advise you to willingly come forward and participate in various sports and cultural activities. However, you must not lose sight of the fact that your main goal is to do well academically. **Hence, you are strongly advised to manage your time judiciously between academics & extra-curricular activities.**

In order to guide you during your stay here, Student Mentors, who are seniors from your discipline and residing in the same hostel, have been allotted to you. Please meet your mentor regularly, who can help you in various ways as you settle down in the campus.

Also, we would like to inform you that ragging is a criminal offence and is totally banned in this Institute. We have formed two special committees, the first one at the level of each hostel known as Committee for Promotion and Monitoring of Interaction (**COPMIN**) and the second one at the Institute level comprising the **PROCTORIAL** team. You will be introduced to all the members of these committees on your arrival. Members of the committees are on a watch throughout. It has been observed that some unhealthy interaction at times leads to certain aberrations by just a small fraction of the senior students. We wish to be very candid with you here and would expect that you bring to our notice or the notice of the Warden, at any time whatsoever, should you notice/experience such incidents, so that an appropriate action is initiated.

Although we have adequate security arrangements at the entrance of the hostel, there have been some cases of thefts of items like mobiles, laptops and cash from the room which are often left unlocked by the residents. It is, therefore, advised that the residents do not leave their rooms unlocked at any time, even if it is for a short duration. Further, we advise you to refrain from keeping expensive gadgets in the hostel.

Further, please note that owning/driving motor driven vehicles for commuting inside the campus during your stay at IIT Delhi is **strictly prohibited**. If at any stage, it is found that you have violated this rule, a heavy fine would be imposed and the hostel allotment would automatically stand cancelled.

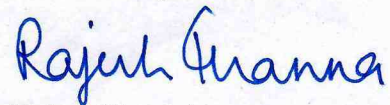
Furthermore, the Institute bears responsibility for the consequences of curricular and extra-curricular activities on and off the campus when students are officially deputed for the purpose. However, the Institute has no control on students' movement outside the campus and, hence, it has no responsibility on the consequences thereof. You are thus strongly advised not to venture out of the campus and should you do so, please inform your parents/local guardians regarding your movements off the campus.

All the residents of the hostel are expected to follow strict discipline. Any act of intimidation or violence, willful damage to property and drunken riotous behavior constitute an offence. Use of narcotics, smoking, consumption of alcoholic beverages and gambling are prohibited. Use of audio equipment in hostels is acceptable only if it is not objectionable to other residents.

We look forward to your active participation in the campus life of IIT Delhi and wish you a very happy and successful stay here.

With best wishes,

Yours sincerely,



(Rajesh Khanna)

INSTRUCTION SHEET – 1 (UG)

INDIAN INSTITUTE OF TECHNOLOGY DELHI (IMPORTANT INSTRUCTIONS FOR NEW UG STUDENTS)

The following will be made available to you at this site by 18.7.2019:

1. Your *ENTRY NUMBER*. This is a unique number provided to every student at IIT Delhi.
2. Information about the Hostel allotted to you.
3. Link for online filling of Form A.

(You are advised to check this link again for any updated information periodically)

Please note the following important points pertaining to your admission to IIT Delhi:

- All undergraduate students should report on 19.7.2019 (Friday) directly to the respective hostels allotted (which will be made known to you by 19.7.2019).
- Before coming for registration, you would need to fill FORM - A by logging into the link on the IIT Delhi website which will be provided by 15.07.2019 to 18.07.2019. Please Log in, fill the Form A, print the filled form and submit duly signed copy of the same at the time of Registration.
- It is mandatory to have savings bank (S/B) account in State Bank of India (any branch in the country) for the hostel residents. If a student does not have S/B account in SBI, then it is advised to open S/B account in SBI, IIT Delhi Branch on arrival in the campus(**Mandatory**). The form for opening an account in SBI can be obtained from the Caretaker of the respective hostel.
- Detailed schedule of Orientation & Registration will be available by July 18, 2019.
- Download other blank FORMS (Form B to Form H-5) in pdf format, Print them, sign the forms as required (students as well as parents to sign in respective forms), and bring them with you for submission at the time of registration or for submission in the hostel.
- **List of all the documents to be brought is available in Instruction Sheet -2 (UG).**
- **Payment of Institute fees as well as hostel charges is allowed only in the ONLINE MODE. For these, please see Instruction Sheet – 3 (UG) & Instruction Sheet – 4 (UG) respectively.**
- Kindly note that payment of fees; filling of Form – A; downloading of other forms after arriving in the campus may result in inconveniences owing to overloading of the limited facilities on campus. So, it would be advisable to complete these formalities before leaving for IIT Delhi.

IMPORTANT DATES:

1. **Reporting to allotted hostel** : **July 19, 2019**
2. **Orientation & Registration** : **July 20, 2019 (9.00 AM) to July 22, 2019**
3. **Commencement of Classes** : **July 23, 2019**

**LIST OF DOCUMENTS TO BE BROUGHT BY NEW UNDERGRADUATE STUDENTS
WHILE REPORTING AT IIT DELHI**

I - For submission/verification at the time of Registration:

1. Provisional seat allotment letter – (Downloaded from JOSAA site)
2. Document verification-cum-seat acceptance letter
3. Receipt of Payment to JEE at the time of seat acceptance
4. Receipt of payment of balance amount of Institute fees as given in Instruction Sheet-3 (UG).
5. Identity proof of the student and parent (any one of the following: Addhar card/pan card/passport/identity card if working in central or state govt.)
6. Original 12th certificate and one self-attested copy
7. Original 12th marks sheet and one self-attested copy
8. Original 10th certificate and one self-attested copy
9. Original 10th marks sheet and one self-attested copy
10. Minimum 3 copies of latest passport-size photographs
11. The following if applicable
 - (i) Original caste/ category certificate and one self-attested copy (for SC/ST/OBC/EWS)
 - (ii) Disability certificate (for PwD category students)
12. Form A – a printout of the form filled on-line and duly signed
(Link for on-line Form A will be available on the IITD website by 15.07.2019 to 18.7.2019)
13. Form B – Undertaking duly filled and signed by all concerned
14. Form C & D – Family Income Statement & format for Income Certificate
15. Form E – Honor Code (1 copy duly signed by all concerned)
16. Form F – Benevolent Fund Scheme form duly filled and signed by all concerned
17. Form G – Insurance Scheme form duly filled and signed by all concerned

II – For submission in the HOSTEL on arrival

- Receipt of payment of Hostel Charges (2 Copies)
- FORMS H1, H2, H3, H4 and H5 (duly filled and signed by all concerned)

Note: - Wherever the Entry Number is required in the forms, you may fill the same on receipt of your Entry Number

DETAILS OF INSTITUTE FEE TO BE PAID BY 2019 ENTRANTS BEFORE THE REGISTRATION

A. For INDIAN NATIONALS INCLUDING PIO (Persons of Indian Origin) AND OCI (Overseas Citizenship of India) CARD HOLDERS:

Category	Tuition Fee per sem. (Rs.)	Other charges* onetime Payment (Rs.)	Other charges * Payable Each Semester (Rs.)	Refundable Caution Deposit (Inst. +Lib. Security) (Rs.)	Medical Insurance Premium Per Annum + Student Distress Fund (Rs.)	Hostel Seat rent + Amenity Charges** (Rs.)	Total Institute Fees (a)		Balance amount payable (a)-(b)#	
							If hostel allotted (Rs.)	without hostel (Rs.)	If hostel allotted (Rs.)	without hostel (Rs.)
General /OBC (Annual Family Income > Rs. 5 lakh)	1,00,000	5,800*	3,850	3,000 + 3,000 = 6,000	500 + 300 = 800	7,500 + 500 = 8,000	1,24,450	1,16,450	90,950	82,950
General /OBC (Annual Family Income Rs. 1.00 lakh up to 5.00 lakh)	33,333	5,800*	3,850	3,000 + 3,000 = 6,000	500 + 300 = 800	7,500 + 500 = 8,000	57,783	49,783	24,283	16,283
General /OBC (Annual Family Income < Rs. 1 lakh)	Nil	5,800*	3,850	3,000 + 3,000 = 6,000	500 + 300 = 800	7,500 + 500 = 8,000	24,450	16,450	-9,050***	-17,050***
SC/ST /PwD	Nil	5,800*	3,850	3,000 + 3,000 = 6,000	500 + 300 = 800	7,500 + 500 = 8,000	24,450	16,450	10,950	2,950

Details of payment to JOSAA:-

S.NO.	CATEGORY	Already paid to JOSAA	JOSSA REPORTING CENTER CHARGES		Payment through JOSSA Towards Institute FEE(b)
1.	Gen/OBC/EWS	Rs.35000	Rs.1500	Rs.33500	
2.	SC/ST/PwD	Rs.15000	Rs.1500	Rs.13500	

* Details of breakup of other charges is given in Prospectus page no. (22-23)

**Mess fee, hostel admission fee & hostel security deposit charges will be paid through a separate link given in Instruction Sheet - 4(UG).

***Extra payment of Rs. 9,050 (with Hostel) and Rs. 17,050 (without Hostel) will be adjusted in next semester fees.

B. For Foreign Students:

	Tuition Fees (US Dollars)	Other Charges (Indian Rs.)	Total Charges
SAARC Countries	\$ 1000	Rs. 24,450	USD 1000 + Rs. 24,450
NON-SAARC Countries	\$ 2000	Rs. 24,450	USD 2000 + Rs. 24,450

Procedure for Payment of Institute Fees using State Bank Collect:-

Step-1:

Click on the URL:

<https://www.onlinesbi.com/sbicollect/icollecthome.htm>

Step-2:

Select the following

State of Corporate/Institution: "National Capital Territory of Delhi"

Corporate/Institution: "Educational Institutions"

Click <Go> button

Step-3:

Select the following

Educational Institute Name: "IITD REVENUE ACCOUNT (FEE COLLECTION)"

Click <submit>

Step-4:

Select the following

Payment Category: IIT DELHI STUDENTS FEES (1st Semester 2019-2020)

Step: 5

Form will appear

Fill all the details in the form and click submit.

Step: 6

Verify all your details and confirm.

Step: 7

Options for online payment through "NET BANKING" and "CARD PAYMENT" are available. Select your choice and proceed.

**PAYMENT OF HOSTEL MESS FEES BY UG STUDENTS ADMITTED IN
JULY, 2019**

(Excluding hostel seat rent and amenity charges):

(Only for those who have been allotted hostels within the campus)

Mess Advance per semester (Rs.)	Refundable/Adjustable Security (Rs.)	Hostel Admission Fee Non Refundable (Rs.)	Total Amount to be paid (Rs.)
28000	10000	7000	45000

The students will be able to make payment of Hostel Mess fees ONLY AFTER they have filled Form A As soon as they SUBMIT the Form A, a button will be activated on the screen for payment of Hostel Mess fees

Note: -

1. Payment of hostel mess fees must be made before you report at the hostel.
2. Please bring two copies of the Hostel fees payment receipt in which the Entry Number, Name and Contact Number of the student should be separately recorded legibly. Submit both the copies to the concerned Caretaker out of which one copy will be stamped and will be returned to you as an acknowledgement/ receipt for payment of Hostel fees.

Hostel Fees Payment from Second Semester onwards

- a) It is mandatory for all the hostel residents to have a Savings Bank Account in State Bank of India (SBI) anywhere in India since SBI has the facility of Core Banking. Those students who do not hold an account in State Bank of India (SBI), must open an account in SBI IIT Delhi branch immediately on their arrival (**Mandatory**). The required forms for account opening can be obtained from the caretaker of the concerned hostel.
- b) For the convenience of the students, from second semester onwards the hostel mess fees will be directly debited from the Savings Bank Account of the students maintained with State Bank of India (SBI) once in every semester (**Refer Form H2**). The specific date of dues collection will be informed from time to time in advance so as to enable the students to maintain sufficient balance in the bank account during the specified period (**Strict disciplinary action will be taken against the defaulters not maintaining sufficient balance for payment of hostel mess dues**). All transactions towards the hostel fee will be accepted only through electronic modes. **No cash transactions will be accepted.**
- c) The Savings Bank Account being maintained for payment of hostel fees must be kept in operation till the time the mess security is refunded after completion of the course at IITD, as the mess security will be refunded to the same account.
- d) Those students who are having an existing minor Savings Bank Account under guardianship of the parents at the time of admission in IIT Delhi due to not attaining the age of 18 years must remove the “under guardianship” from the account and make the account in the name of student **OR** must open a new Savings Bank Account in SBI IIT Delhi as and when they attain the age of 18 years and should submit that bank account number to the Caretaker of the concerned hostel for updating in the system and for future transactions (**Only for UG students**).



INDIAN INSTITUTE OF TECHNOLOGY DELHI
Undertakings of awareness of academic rules at IIT Delhi

1. Undertaking by student

Ison/daughter/ward of

Mr./Ms.....Entry No..... will go

Through the “Prospectus” and “Courses of Study” for the academic year 2019-2020 available on the IITD website at <http://www.iitd.ac.in/content/curriculum-info>. I hereby give an undertaking that I shall abide by the rules and regulations of the Institute in general and specifically regulations stated in the Courses of Study 2019-2020 and any modifications/additions to those, which may be duly notified by competent authority.

I am also aware that at the end of the 1st two registered semesters (1st year), if my earned credits (excluding Non Graded Units) are **less than** the required credits for continuation of registration as stated in the **Courses of Study** (23 for General/OBC/EWS; 19 for SC/ST/PwD), then my registration will be terminated or if I and my parents/guardian agree, I will be given only one chance to restart the first year.

(For details please refer to section 4.6 of the Courses of Study (2019-2020), a part of which is provided in Annexure to Form B for ready reference)

Date

Signature of the Student

2. Undertaking by Parent/Guardian

I.....father/mother/Guardian of

Mr./Ms.....Entry No..... declare

that my son/daughter/ward will go through the “Prospectus” and “Courses of Study” for the academic year 2019-2020 available on the IITD website. I also give an undertaking that I will regularly monitor the academic performance of my son/daughter/ward through semester grade card available from the *Parent Login* link at <http://academics.iitd.ac.in> after creating a *User ID and password*. I am also aware that I can request a copy of the Grade Card from DR/AR (UGS) by sending a mail at drugs@admin.iitd.ac.in.

I also agree to visit the Institute as and when called by the authorities.

I am also aware that at the end of the 1st two registered semesters (1st year), if the credits earned (excluding Non Graded Units) by my ward are **less than** the required credits for continuation of registration as stated in the table overleaf (23 for General/OBC/EWS; 19 for SC/ST/PwD), then my ward’s registration will be terminated or if my ward and I agree, my ward will be given only one chance to restart the first year **(For details please refer to section 4.6 of the Courses of Study (2019-2020),a part of which is provided in Annexure to Form B for ready reference)**

Date:

Signature of the Parent/Guardian

Mobile No._____

Annexure to Form B

Reproduced from section 4.6 of Courses of Study 2019-2020.

4.6 Conditions for Continuation of Registration, Termination / Re-start, Probation and Warning

During the first two registered semesters of an undergraduate programme, a student is registered for a total of 34 credits, besides non-graded units. By the end of the first two registered semesters, not including summer, a student is expected to earn a minimum number of credits (excluding non-graded units) as specified in Table, in order to continue registration. If a student does not meet this criterion, his/her performance is classified as "Poor Performance", and he/she may opt to start the programme afresh, or else his/her registration will be terminated. This option to re-start the programme is available to a student only once.

Table 8: Criteria for continuation at the end of second registered semester

Description	Earned Credits (excluding non-graded units)		Decision
	GEN/OBC/EWS	SC/ST/PwD	
Minimum for Continuation	23	19	Continuation of Registration
Poor Performance	≤ 22	≤ 18	Restart (Once only) / Termination of Registration

- (a) If a student chooses to restart after the first two registered semesters, then his / her credits earned and semesters registered will not be carried over. The re-start will be indicated on the transcript. The re-start will be permitted only once. If at the end of two registered semesters after re-start, the earned credits are less than or equal to 22 for GE/OBC/EWS or less than or equal to 18 for SC / ST / PwD students, then the registration will be terminated.
- (b) Each student is expected to earn at least 12 credits in each registered semester with an SGPA greater than or equal to 5.0. If the performance of a student at the end of any Registered semester is below this minimum acceptable level, then he/she will be placed On probation, a warning shall be given to him/her and intimation sent to the parents.
- (c) A student placed on probation shall be monitored, including mandatory attendance in classes, special tutorials and mentoring. Mentoring would comprise structured guidance under a senior/postgraduate student.
- (d) If the performance of a student on probation does not meet the criterion in item (b) in the following registered semester, then the student would face termination, and will be permitted to register by the Dean, Academics only if the department makes a favorable recommendation. The Head of the Department's recommendation shall be prepared after consultation with the student, and should include (i) feasibility of completing the programme requirements, and (ii) identification of remedial measures for the problems leading to poor performance.
- (e) The registration of any student will be limited to 1.25 times the average earned credits of the previous two registered semesters, subject to a minimum of 12 credits and a maximum of 26 credits.



INDIAN INSTITUTE OF TECHNOLOGY DELHI

FAMILY INCOME STATEMENT

NAME OF THE STUDENT _____ ENTRY NO. _____

CATEGORY _____ HOSTEL ALLOTTED _____

ALL INDIA RANK _____ CATEGORY RANK _____

STUDENT'S MOBILE NO. _____

STUDENT'S AADHAR No. _____

ANNUAL FAMILY INCOME

	Source of Income	Aadhar No.	PAN No.		Total Annual Income
a	Father			Self employed /Service/ Other (Pl. specify) _____	
b	Mother			Self employed /Service/ Other (Pl. specify) _____	
c	Any other Family Income				
Grand Total					

IMPORTANT: If the annual family income is Rs 9 lakhs or less, this form must be submitted ALONG with Supporting Documents as applicable according to the following table:

Source of Family Income	Supporting Documents to be submitted (pertaining to All the earning members of the family)
Salary Only	1. Copy of Income Tax Return (ITR)/Form-16 AND Income Certificate 2. Copy of Aadhar card 3. Copy of PAN card
Self Employment Only	1. Copy of Income Tax Return (ITR) AND Income Certificate* 2. Copy of Aadhar card 3. Copy of PAN card
Salary and Other Sources	1. Copy of Income Tax Return (ITR) AND Income Certificate* 2. Copy of Aadhar card 3. Copy of PAN card
BPL card holders	1. Attested copy of the BPL card 2. Copy of Aadhar card 3. Copy of PAN card

***Income Certificate: The Format of the income certificate should be as given in the Form D.**

The income certificate should be duly signed **ON ALL PAGES** by a First Class Magistrate/ S.D.O./B.D.O/TEHSILDAR of the district of residence. **Income Certificate signed by Notary/Oath Commissioner will NOT be accepted.** The students are advised to keep a photocopy of the Income Certificate submitted at IIT Delhi for future reference.

(SIGNATURE OF THE STUDENT)

(SIGNATURE OF THE PARENT/GUARDIAN)

INCOME CERTIFICATE

Name of Student:Entry No

Cat(Gen/OBC/SC/ST/PD).....

I,....., father/mother/guardian of Mr./Ms.....
declare that my/our annual income from all sources e.g. service/ agricultural/ trading/ pension/
interest/ (specify all types of other sources) including that of my spouse
and unmarried children is Rs.....(Rupees
only). The details are as follows:

- (A) 1. From my profession/ Salary/ pension as indicated Rs._____p.a.
(Attach proof from employer/ Form 16/ IT Return etc.)
- 2. Income from Business/ Medical Practice Legal Practice/ Engineering Consultancy etc.
Rs._____p.a.
- 3. Income from Agriculture Rs._____p.a.
- 4. Income from land Properties Rs._____p.a.
- 5. Income from Investment in Bank/ Post Office etc Rs._____p.a.
- 6. Income from Share Certificate/ Debentures Rs._____p.a.
- 7. Income from any other sources
(i.e. Retirement Benefits for VRS/ VSS etc. if any) Rs._____p.a.
- (B) Income of my wife/ husband (if any) Rs._____p.a.
(if employed salary certificate employer / Form 16 to be enclosed)
- (C) Income in the name of my son/ daughter Rs._____p.a.
- GROSS TOTAL INCOME (A+B+C) Rs._____p.a.**

Further I declare that the information given above is true. I understand that in case this information is found to be incorrect, the Merit-cum Means Scholarship/Freeship/Free Messing/Scholarship, if awarded to my son/ daughter, is liable to be withheld or discontinued at the discretion of the authorities of the Indian Institute of Technology Delhi without assigning any reason. If subsequently (after award of the Scholarship to my ward) it is found that he/she has been granted any other Scholarship/ Stipend/ Financial Assistance etc. by any Govt./ Non-govt. organisation for the same period, I shall be bound to refund the whole amount of Scholarship / Stipend/ Financial Assistance etc. to the scholarship awarding authority immediately. I shall also be personally held responsible for the refund of the Scholarships amount (paid to my son/ daughter by the Institute) in the event of any information in this declaration being found incorrect/ false later on.

(Signature of Father/Guardian)

Sworn before me this _____ day of _____ 201_ and signed.

(SEAL with date) _____
Signature of First Class Magistrate/ S.D.O./B.D.O./ TEHSILDAR
or any other Revenue officer of the district of the signatory.

Note: The income certificate should be duly signed **ON ALL PAGES** by a First Class Magistrate/ S.D.O./B.D.O./TEHSILDAR of the district of residence. **Income Certificate signed by Notary/Oath Commissioner will NOT be accepted.**

The students seeking Institute scholarships and any other Donor scholarship must submit "The Income Certificate" to the UG section before end of July every year, failing which their scholarship will not be released. For this purpose, income certificate is to be submitted by the Parent(s) whether in business/employment or in service with Private/Government organization.



Form E
(UG)

INDIAN INSTITUTE OF TECHNOLOGY DELHI

THE HONOUR CODE

I _____, Entry No. _____, do hereby undertake that as a student at IIT DELHI:

- (1) I will not give or receive aid in examinations; that I will not give or receive unpermitted aid in class work, in preparation of reports, or in any other work that is to be used by the instructor as the basis of grading; and
- (2) I will do my share and take an active part in seeing to it that others as well as myself uphold the spirit and letter of the *Honour Code*.

I realize that some examples of misconduct which are regarded as being in violation of the *Honour Code* include:

- copying from another's examination paper or allowing another to copy from one's own paper;
- unpermitted collaboration;
- plagiarism;
- revising and resubmitting a marked quiz or examination paper for re-grading without the instructor's knowledge and consent;
- giving or receiving unpermitted aid on take-home examinations;
- representing as one's own work the work of another, including information available on the Internet; and
- giving or receiving aid on an academic assignment under circumstances in which a reasonable person should have known that such aid was not permitted.
- committing a cyber offence, such as, breaking passwords and accounts, sharing passwords, electronic copying, planting viruses, etc.

I accept that any act of mine that can be considered to be an *Honour Code* violation will invite disciplinary action.

Date: _____

Student's signature _____

Name _____

Entry No. _____

To be counter signed by parent(s)/guardian _____

NOTE TO THE STUDENT

Submit one signed copy at Registration.

Keep one signed copy with you.

Keep one signed copy with your parent(s)/guardian.



INDIAN INSTITUTE OF TECHNOLOGY DELHI

BENEVOLENT FUND SCHEME
FORM FOR NOMINATION BY STUDENTS

I hereby nominate the person mentioned below, who is a member of my family, to receive amount of out-right "grant" as per prescribed rate laid down in the Benevolent Fund Scheme Rules (BFSR) in the event of my death due to an accident while undergoing studies at the Institute.

Name and Address of the Nominee	Relationship with member-student of BFSR	Age
--	---	------------

Dated this _____ day of _____ at IIT Delhi, New Delhi-110 016.

Signature of Member-student of Benevolent Fund

Entry No.: _____ Student Name: _____

Witnesses to the signature of the Member-student:

1. Signature _____

Name _____

Address _____

2. Signature _____

Name _____

Address _____

For official use

Accepted _____

Signatures _____

Designation _____



Form G
(UG)

INDIAN INSTITUTE OF TECHNOLOGY DELHI

INSURANCE SCHEME OF IIT DELHI FORM FOR NOMINATION BY STUDENT

Note: All UG & PG students enrolled at IIT Delhi are covered under Vidyarthi (Group) Mediclaim Personal Accident Insurance Policy upto Rs. One lakh only. This policy is operated by M/s. National Insurance Co. Ltd. New Delhi. In case of hospitalization the treatment can be availed from all major (Regd.) hospitals all over the country via cashless facility or reimbursement of the expenses may be claimed from M/s. National Insurance Co. Ltd.

Name of Student _____

Entry No. _____

Programme _____

Mother's Name _____

Father's Name _____

Permanent Address _____

I, having been covered under the Insurance Scheme of I.I.T. Delhi, hereby nominate the persons mentioned below, who are members of my family to receive the amount of insurance in the event of my death.

<u>Name and address of</u>	<u>Relationship with student</u>	<u>Age</u>
1 st Nominee _____	_____	_____
2 nd Nominee _____	_____	_____

Date: _____ Signature of student _____

Present Address _____
(of student)

Witness signatures (other than nominee)

1. Signature _____
Name _____
(in capitals)
Address _____

2. Signature _____
Name _____
(in capitals)
Address _____

For details and the list of hospitals, please see <http://www.safewaymediclaim.com>
In case of emergency, one may directly contact Mr. Rahul Vij: 9212231982



Form H-1
(UG)

INDIAN INSTITUTE OF TECHNOLOGY DELHI

HOSTEL NAME:
(Only for those who have been allotted Hostel)

1. NAME OF THE STUDENT: -
2. ENTRY NO. :-
3. DATE OF JOINING THE HOSTEL :-
4. ROOM NO. (To be filled by the caretaker of Hostel) :-.....
5. MOBILE NO. OF STUDENT :-
6. STUDENT EMAIL ID :-
7. NAME OF FATHER:-
8. NAME OF MOTHER:-

**Affix latest
passport size
photograph
here**

PARENTS' OFFICE ADDRESS		PARENTS' RESIDENTIAL ADDRESS
FATHER	MOTHER	
TEL/MOB NO.:		Res. Phone No.:
EMAIL ID:		

LOCAL GUARDIAN'S OFFICE ADDRESS	LOCAL GUARDIAN'S RESIDENTIAL ADDRESS
TEL/MOB NO.:	Res. Phone No.:
EMAIL ID:	

CONTACT ADDRESS IN CASE OF EMERGENCY:-

TEL/MOBILE NO.:-

BLOOD GROUP :-

In case any of the phone numbers or addresses change, I agree to inform the hostel about the same at the earliest possible.

SIGNATURE OF THE STUDENT



Form H-2
(UG)

INDIAN INSTITUTE OF TECHNOLOGY DELHI

UNDERTAKING BY THE STUDENT (Only for those who have been allotted Hostel)

I, (Name) _____

Entry No. _____ and resident of _____

hostel hereby authorize Dean (Student Affairs)/Warden to debit my Hostel Mess dues directly from my Savings Bank (S/B) Account which is maintained in State Bank of India (SBI), IITD or SBI, _____ (place) with core banking facility, as and when the same is due. I shall maintain sufficient balance in my S/B Account to enable debiting of the Hostel Mess dues directly from my S/B Account.

Signature of the Student

In case my ward doesn't pay the hostel advance for Mess in time, I hereby agree that hostel authorities can take suitable action against him/her. Also, the seat allotted to him/her can be cancelled.

Signature of the Parent/Guardian

Name of the Student : _____

Entry No. _____

SBI A/c No. _____ Branch _____

Date: _____

Note: Students having minor Savings Bank Account in State Bank of India (SBI) under guardianship of the parents at the time of admission in IITD must remove the "under-guardianship" from the account and make the account in the name of the student. Else he/she must open a new Savings Bank Account in SBI as and when they attain the age of 18 years and should submit that bank account number to the caretaker of the concerned hostel for updating in the system for future transactions.



Form H-3
(UG)

INDIAN INSTITUTE OF TECHNOLOGY DELHI

Undertakings by the Parents and Student

1. Undertaking of awareness of medical facilities at IIT Delhi Hospital by Parent/Guardian

I.....father/mother/guardian of

Mr./Ms.....Entry No.....hereby declare

the following in respect of my ward to be admitted to B.Tech./ Dual degree programme of study at IIT Delhi.

I am aware of the following facts:

- (i) The IIT Delhi Hospital, located in the campus and run by IIT Delhi for its community, has limited facilities.
- (ii) The IIT Delhi Hospital may not be adequate for treatment of a patient with chronic or serious ailments.
- (iii) It is the responsibility of the guardians to take care of their wards for treatment outside IIT Delhi.
- (iv) Each student would be provided a limited health insurance through a professional company. However, dealing with that company would be entirely the responsibility of the student. IIT Delhi, in no way, would be responsible for any dispute/discrepancy.

Despite the best efforts on the part of IIT Delhi, if any untoward incident happens to my ward, I shall not hold the Institute accountable for the same and will not seek any financial help or compensation for the same from any court of law.

Date:

Signature of Parent/Guardian

2. Undertaking by the student for not owning and/or using motor driven vehicles on IIT Delhi campus (for Hostel residents only):

I.....son/daughter/ward of
Mr./Ms..... Entry No..... hereby
give an undertaking that I will not own/drive motor driven vehicle on campus during my stay at IIT Delhi. If at any stage I am found to violate the above undertaking, my hostel seat will stand automatically cancelled. I also undertake that any visitor bringing a vehicle would follow guidelines for registering the vehicle at the hostel security and I would be liable for punishment for any violation on this account

Date:

Counter Signature of the Parent/Guardian

Signature of the Student



INDIAN INSTITUTE OF TECHNOLOGY DELHI

**Undertaking from the students as per the provisions of
Anti-ragging verdict by the Hon'ble Supreme Court**

I,..... Entry No.....

Programme.....Department.....

as Student of Indian Institute of Technology Delhi do hereby undertake on this daymonth..... year..... the following with respect to above subject and Hon'ble Supreme Court Order No. (available at <http://dos.iitd.ac.in/antiragging.php>)

- 1) That I have read and understood the directives of the Hon'ble Supreme Court of India on Anti-ragging and the measures proposed to be taken in the above references.
- 2) That I have understood the meaning of Ragging and know that the Ragging in any form is a punishable offence and the same is banned by the Court of Law.
- 3) That (a) I have/ (b) I have not been found or charged for my involvement in any kind of ragging in the past. In case of (a), I will inform in writing to the Dean of Students before registration. In case of (b), I undertake to face disciplinary action/ legal proceedings including expulsion from the Institute if the above statement is found to be untrue or the facts are concealed, at any stage in future.
- 4) That I shall not resort to ragging in any form at any place and shall abide by the rules/ laws prescribed by the Courts, Govt. of India and the Institute authorities for the purposes from time to time.

.....
Signature of Student

Name.....

I hereby fully endorse the undertaking made by my Son/Daughter/ward.

.....
Signature of Mother/ Father/Guardian



Form H-5
(UG)

INDIAN INSTITUTE OF TECHNOLOGY DELHI

NOTICE

This is to bring the following to the notice of all the students of IIT Delhi

1. (i) SMOKING is STRICTLY PROHIBITED in ANY PUBLIC PLACE in the IITD Campus.
(ii) In addition, SMOKING is STRICTLY PROHIBITED in the hostels including the hostel rooms.
2. (i) Consumption of alcohol by persons of age less than 25 years is ILLEGAL anywhere in Delhi and Haryana.
(ii) Consumption of alcohol is STRICTLY PROHIBITED in any PUBLIC PLACE in the IITD campus.
(iii) Consumption of alcohol is STRICTLY PROHIBITED in the hostels including the hostel rooms.
3. (i) **According to Narcotic Drugs and Psychotropic Substances Act, 1985 (NDPS), the cultivation/production/manufacture, possession, sale, purchase, transport, storage, consumption, or distribution of total of 237 banned substances* are illegal with penalty as listed in the table below:**
(*such as: Marijuana/cannabis/Hash/Weed/Pot/Hemp; Cocaine; Heroine/brown sugar; LSD/Acid/"Mushrooms"; Opium; Ecstasy/MDMA; Amphetamines ("speed"); Codein; Solvent Glues/Aerosol etc.)

Offence	Penalty
Possession, sale, purchase, or use of drugs (varying in quantity)	Rigorous imprisonment from 6 months-10 years or fine of Rs. 10,000-1 lakh
Knowingly allowing one's premises to be used for committing an offence	Same as for the offence of above mentioned drugs
Financing traffic and harboring offenders	Rigorous imprisonment of 10-20 years + Fine of Rs.1-2 lakhs
Preparation to commit an offence	Half of the punishment of offence
Consumption of Drugs	Rigorous imprisonment of 6 months - 1 year + fine of Rs. 10,000-20,000 and involuntary treatment, if addicted

IIT Delhi has ZERO TOLERANCE for drug abuse on campus. Students found to be involved in possession, sale, purchase or use of illegal drugs will be STRICTLY prosecuted under the law.

UNDERTAKING

I, (Name) _____ Entry No. _____
and resident of _____ hostel (Please write "NA" if you are not in the hostel)
hereby declare that I have carefully read the above and understand that

(Please write the following in your own handwriting in the space above):

"ANY VIOLATION OF THE ABOVE CAN LEAD TO EXPULSION FROM THE HOSTEL AND EVEN THE INSTITUTE."

Date: _____

(Signature of the Student)