



B.I.T. SINDRI

PO: Sindri Institute, Dhanbad, 828123, Jharkhand
Department of Higher and Technical Education Govt. of Jharkhand
Approved by AICTE, New Delhi & Affiliated to JUT, Ranchi
Email-academic@bitsindri.ac.in, website-www.bitsindri.ac.in
(Academic Section)



NO. Acad/837

Sindri, dated: 29-08-2025

NOTICE

Information to all students who have been offered allotment letter to take admission at BIT Sindri from 01-09-2025 to 06-09-2025 (admission after Special round counselling)

As per JCECEB letter no. JCECEB/16/25-59 Ranchi, dated 20-08-2025, Admission Schedule and process are given below for verification of the documents. Students must bring the required documents at the time of verification cum admission.

SCHEDULE OF ADMISSION:

S.No.	BRANCH	Date	REPORTING TIME	Venue
	New Admission & Branch /Category Change (All admitted Students)			
1.	Information Technology	01-09-2025	09.30 AM to 11.00 AM (Admission will be done from 10.00 AM to 05.00 PM) (Lunch Time 01.30 PM to 02.30 PM)	Deshpande Auditorium, BIT Sindri
2.	Computer Science & Engineering			
3.	Metallurgical Engineering			
4.	Civil Engg.	02-09-2025		
5.	Computer Science & Engineering (Cyber Security)			
6.	Mechanical Engineering			
7.	Electronics and Communication Engineering	03-09-2025		
8.	Chemical Engineering			
9.	Electrical Engineering	04-09-2025		
10.	Production & Industrial Engineering			
11.	Mining Engineering	05-09-2025		
12.	Remaining Students			

Documents to be submitted by the new candidates for verification and admission at the institute.

1. JEE Mains 2025 Admit Card & Rank/Score card.
2. Seat Allotment Letter issued by JCECEB 2025
3. Original Admit Card, Marks Sheet & Passing Certificate of 10th & 12th
4. Up to date & Valid Original Local residential Certificate issued online by CO/SDO/DC of Jharkhand State (as per format provided by JCECEB available on the link in SI.No.22)
5. Up to date & Valid Original Caste Certificate[(SC/ST) & Non Creamy Layer caste Certificate (BCI/BCII)](if applicable) issued online by CO/SDO/DC of Jharkhand State (as per format provided by JCECEB available on the link in SI.No 22)
6. Valid EWS Certificate (if applicable) issued online by CO/SDO/DC of Jharkhand State (as per format provided by JCECEB available on the link in SI.No.22)
7. Valid income certificate for TFW candidates (if applicable) issued online by CO/SDO/DC of Jharkhand State (as per format provided by JCECEB available on the link in SI.No.22)
8. Valid PH certificate (if applicable) . Original Physically Handicapped certificate for more than or equal to 40% disability, issued by competent authority of Jharkhand Govt. or Central Govt.
9. Original Dependency certificate issued by competent authority (from Zila Sainik Kalyan Board for retired person/ from controlling authority for serving person) for SMQ candidates (if applicable)
10. **Original TC/CLC/SLC issued from the Institution last attended**
11. **Original Migration certificate issued by concerned Board/University last attended**
12. Gap Period Affidavit from Notary Public if TC has been issued before 01.01.2025.
13. As per UGC Guideline, Anti ragging Undertaking must be filled by the students online on https://www.antiragging.in/affidavit_registration_disclaimer.html only. **Institute will not accept Anti ragging Undertaking by students/parents in Hard/Printed copy/Affidavits. The registration process is given in Annexure 1**
14. Character certificate from the institution last attended.
15. Two set of self attested Photocopies of all original documents(from S.No. 1 to 11)
16. Two Set of Photocopy of Aadhaar card (self, father and mother or Guardian)
17. 6 Colored Passport size photographs as per JEE main admit card.
18. Any other document demanded at the time of admission, if needed.
19. **Medical Certificate issued by a registered Medical Officer in the format attached. (Annexure 2)**
20. **Please keep scanned copies of all original documents for your future uses.**
21. **For Arrival in the institute, Commencement of the classes & Hostel allotment, please visit the institute website <https://www.bitsindri.ac.in> regularly.**
22. **Format can be downloaded from the website. (for Local Residential certificate/Caste certificate/EWS/Income certificate) (<https://jceceb.jharkhand.gov.in/Links/download.aspx>).**

Important information for Branch Change/seat allotted category change students

The New allotment letter must be downloaded if there is branch change/seat allotted category change. If it is not downloaded during the scheduled time the new /old allotment will be cancelled.

Branch Change/seat allotted category change student have to submit the new allotment letter and category certificate (if required) at the institute according to above schedule. If Seat allotted category change from TFW to any other category then student have to pay the required fee at the institute. Following Documents to be submitted by the candidates for verification and admission at the institute for Branch/Seat allotted category Change Candidate:

1. New Seat Allotment Letter issued by JCECEB 2025
2. Up to date & Valid Original Caste Certificate[(SC/ST) & Non Creamy Layer caste Certificate (BCI/BCII)](if applicable) issued online by CO/SDO/DC of Jharkhand State (as per format provided by JCECEB available on the link in SI.No.22)
3. Valid EWS Certificate (if applicable) issued online by CO/SDO/DC of Jharkhand State (as per format provided by JCECEB available on the link in SI.No.22)
4. Valid income certificate for TFW candidates (if applicable) issued online by CO/SDO/DC of Jharkhand State (as per format provided by JCECEB available on the link in SI.No.22)
5. Valid PH certificate (if applicable) . Original Physically Handicapped certificate for more than or equal to 40% disability, issued by competent authority of Jharkhand Govt. or Central Govt.
6. Original Dependency certificate issued by competent authority (from Zila Sainik Kalyan Board for retired person/ from controlling authority for serving person) for SMQ candidates (if applicable)

NOTE: 1. Before arrival in the institute for verification & admission, the candidates have to fill up the following Google form and upload the required data/documents & Photo.

Link: <https://forms.gle/v8MUL6hdS6QSegWg6>

2. **Branch/Category change students who have already taken admission required to update/edit the Branch and seat allotted category in the Google form on the above link and upload the New Seat Allotment Letter**
3. **Acknowledgement receipt of applying of the various relevant certificates will not be accepted for verification and admission in any case.**

Fee Structure

After the verification of the documents in the institute candidates will be allotted a temporary roll no., then the candidate have to deposit the requisite fee as given below :

Details of Fee to be submitted for admission-as per SI .No. 1 & 2 given below (both separately)

Si.No	Fee	Category		
		General/BCI/BCII/EWS (Only for Boys)	SC/ST (Only for Boys)	Girls/TFW (Any Category)
1	Annual Fee (Per Annum)	Rs. 7732.00	Rs. 1957.00	Rs. 32.00
2	Student Fund Fee (Per Annum)	Rs. 7600.00	Rs. 7600.00	Rs. 7600.00

- Online Payment through SBI Collect Link (Flow chart attached in Annexure 3): If not open refresh the link
<https://www.onlinesbi.sbi/sbicollect/>
- Amount will be deposited Online through SBI Collect where UPI, Internet Banking, Rupay Debit card and Credit card options are available for payment.

Sd/-
Dean (Academic)
B.I.T. Sindri

Process to applying for Anti ragging Undertaking

1. Click on https://www.antiragging.in/affidavit_registration_disclaimer.html
2. Click on **College** icon in Red Colour.
3. Then fill the Students details and Parent/Guardian details.
4. After that fill college and course details with following given information:

a) State : Jharkhand

b) College Name: B I T Sindri (C-48594)

c) College Director's Name : Prof. Pankaj Rai

d) College Phone Number: 7667710866

e) College Landline Number (Optional): 03262350495

f) Details of the course: Under Graduate Degree

g) Name of the Course: B.Tech (Branch)

h) Number of students in your class: Mechanical Engg.(120), Electrical Engg.(120), Production and Industrial Engg.(60), Metallurgical Engg. (60),

Chemical Engg. (120), Civil Engg. (120), Electronics and communication

Engg.(60), Mining Engg. (60), Computer Science & Engineering (60),

Computer Science & Engineering (Cyber Security) (60), Information

Technology (120) [**The student is required to fill the number of students of the class of concerned branch**]

i) Current year of study : 1st

j) Nearest Police Station to your college: Goushala O.P. Sindri

5. Then tick all the boxes of UGC Regulations and fill confidential survey & submit it.

After filling the above undertaking you will get the **Reference number/Id** on your email id. Take the screenshot of that email and upload on the google form using link given in Note 1. (**Need not to send the same on email of the institute**)

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FLOW CHART FOR B.TECH ADMISSION FEE 2025 SUBMISSION THROUGH SBI COLLECT

CLICK LINK: <https://www.onlinesbi.sbi/sbicollect/>

Type of Corporate / Institution: Select "Educational Institutions"

State of Corporate / Institution: Select "Jharkhand"

Search "BIT SINDRI (ACADEMIC ACCOUNT)"

Click Submit

Select Payment Category : : B.Tech 1st sem Annual Fee(UR/BCI/BCII/EWS) 2025 OR B.Tech 1st sem Annual Fee(SC/ST) 2025 OR B.Tech 1st sem Annual Fee(Girls/TFW) 2025

Fill the details as you belongs to category . Then proceed for payment. Benefit of Caste will be given to candidates which have up-to date and valid caste and residential

Select Payment Category : : B.Tech 1st sem Student Fund Fee(All Category) 2025

Fill the details & proceed for payment

NOTE: If Payment failure and amount deducted from account wait for 48 hours for automatically refund.

If Payment successful and receipt not generated then follow the following flow chart for getting receipt and reference no.

CLICK LINK: <https://www.onlinesbi.sbi/sbicollect/>

At Top Click Transaction History

Filled the details as required.