



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/844

Sindri, dated: 29-08-2025

NOTICE

Information to all Diploma to Degree (LE) students who have been offered allotment letter to take admission at BIT Sindri from 30-08-2025 to 06-09-2025 (after special round counselling for admission)

As per JCECEB letter no. JCECEB/03/25-61 Ranchi, dated 22-08-2025, 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 (NEW ADMISSION & BRANCH CHANGE):

BRANCH	Date	REPORTING TIME	Venue
All Branch	30-08-2025 to 06-09-2025	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

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

1. Seat Allotment Letter issued by JCECEB 2025
2. Original Admit Card, Marks Sheet & Passing Certificate of 10th
3. Original 1st to 6th sem admit card, 1st to 6th sem Marks Sheet & Passing Certificate of Diploma
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 TC/CLC issued from the Institution last attended.**
10. Character certificate from the institution last attended.
11. **Migration certificate issued by concerned Board/University last attended**
12. Affidavit for not working in any Govt. / Private / Public Sector company by Notary Public
13. Gap Period Affidavit from Notary Public if TC has been issued before 01.01.2025.
14. 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
15. Two set of self attested Photocopies of all original documents(from S.No. 1 to 11)
16. Two Set of self attested Photocopy of Aadhaar card (self, father and mother or Guardian)
17. 6 Colour Passport size photographs
18. **Medical Certificate issued by a registered Medical Officer in the format attached (Annex 2)**
19. Any other document demanded at the time of admission, if needed.
20. **Please keep scanned copies of all original documents for your future uses.**

21. *For Arrival in the institute for verification, admission and Commencement of the classes, please visit the institute website www.bitsindri.ac.in regularly*
22. Format will be downloaded from the website (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.

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. Merge the 1st to 6th sem marksheet, then upload on google form.

Link: <https://forms.gle/cY1ndxHLuwmWJQeW9>

2. Acknowledgement receipt of applying of the various relevant certificates will not be accepted for verification and admission in any case.
3. 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

Fee Structure

After the verification of the documents at institute, candidates will be allotted a temporary roll no. then the candidate has to deposit the requisite fee 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. 7350.00	Rs. 7350.00	Rs. 7350.00

Online Payment through SBI I-Collect Link (Flow chart attached Annex 3): If not open refresh the link <https://www.onlinesbi.sbi/sbicollect/>

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 : 2nd
 - 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**. Take the screenshot of website with **Reference number/Id** 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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MEDICAL EXAMINATION REPORT

1. Name of the Candidate :
2. Father's Name:
3. JEE Roll No/ JCECE Roll No/ JCECE CML Rank:
4. Category & Merit serial No. General/BC-I/BC-II/SC/ST/SMQ/PH/TFW
5. Date of Birth: DD MM YYYY

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Photo
Passport size

6. Sex : Male/Female
7. Blood Group :
8. Marks of identification :
9. Height:(in CM)
10. Weight : (in kg)
11. Chest :
 - (a) Normal in CM
 - (b) Expand in CM

12. Heart:

13. Vision:

Without glass Rt

Left

With glass Rt

Left

14. Eye Disease, if any : Yes/No

Colour Blindness: Yes/No

15. Hearing:

16. Any other defects

Shri/Ms. _____ has been examined and found medically fit/unfit for admission at BIT Sindri.

Signature of Candidate

Signature of Medical officer with Seal

Name of Medical Officer

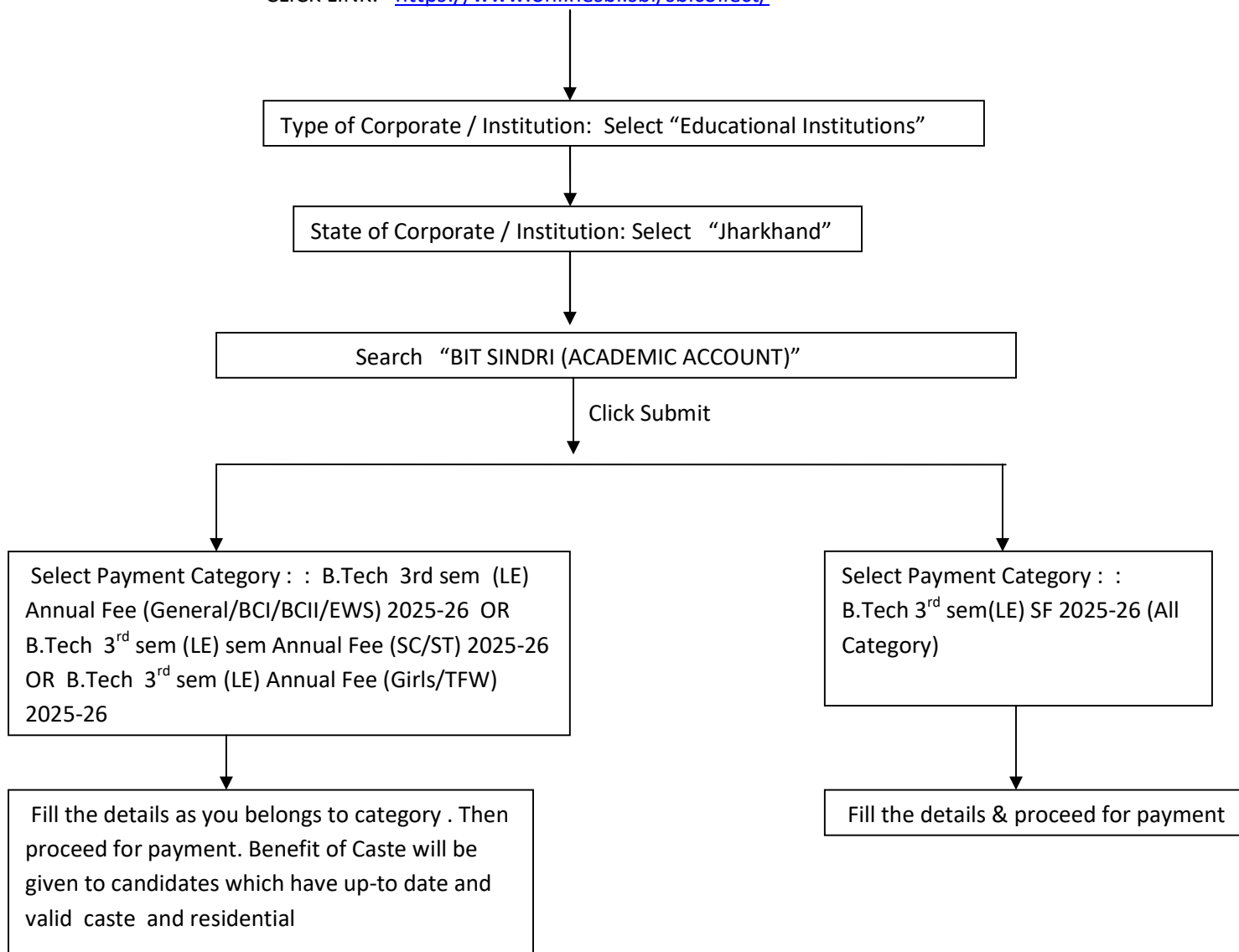
Hindi:

Registration No.

English:

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

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



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/>

