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)

(An Autonomous Institute as per clause 7.4 of UGC Regulations-2023)

General Notice for issue of ODC from the University

It is to inform to all concerned that Original Degree Certificate (ODC) is issued by the University. In order to get ODC issued one should apply to the concerned University. BIT Sindri is affiliated to JUT, Ranchi since 2018. Prior to 2018 this institute was affiliated to VBU, Hazaribag & Ranchi University, Ranchi.

As regards institute working days, BIT Sindri being a Government Institute it is closed on holidays notified by Jharkhand Government. One who wishes to visit the institute for any work related to academic section should plan as per Jharkhand Govt. calendar.

Following are the application procedure for issue of ODC:

Procedure for issue of ODC from JUT, Ranchi

1. Visit Gyanjyoti Portal of JUT, Ranchi.
2. Fill the ODC form on Gyanjyoti Portal.
3. Deposit Rs. 1,000/- as ODC fee through the Gyanjyoti Portal.
4. Write the application addressed to "Dean (Academic), BIT Sindri" for issue of ODC. This application should be forwarded by concerned HOD.
5. Also fill the ODC form which is uploaded on BIT Sindri website in download column (Except Session 2018-22).
6. The application addressed to "Dean (Academic), BIT Sindri" along with filled ODC form, Fee receipt, PDC, Mark sheet (8^{th} Semester) and A4 size envelope having Rs. 70/- postal stamp should be submitted to Academic Section, BIT Sindri. This institute will forward this application which is requied to be submitted to JUT, Ranchi by the candidate himself/herself for issue of ODC.

Procedure for issue of ODC from VBU, Hazaribag

1. Visit website https://www.vbu.ac.in/stdlogin.
2. Apply online for ODC/Migration/Duplicate Marksheet by visiting above website. Create user name and password and then fill the form. Upload final year Marksheet, PDC, Admit Card Registration slip, class 10^{th} marksheet and make required fee payment online.
3. The University will send ODC to the address given by post.

Procedure for issue of ODC from Ranchi University, Ranchi

1. Download ODC application form from https://www.bitsindri.ac.in/downloads/.
2. Fill the application form and attach all the required document given on first page of the application form.
3. Write the application addressed to "Dean (Academic), BIT Sindri" for issue of ODC.
4. The application addressed to "Dean (Academic), BIT Sindri" along with filled ODC form, PDC, Final Year Mark sheet should be submitted to Academic Section, BIT Sindri. This institute will forward this application which is required to be submitted to Ranchi University, Ranchi by the candidate himself/herself and required ODC fee is to be paid at Ranchi University for issue of ODC.