

B.Tech. Programme (Lateral Entry) Admission 2019-20

INSTRUCTIONS FOR COUNSELLING

- Candidates shall report for **attendance marking** on respective days (**05.07.2019, 23.07.2019 and 14.08.2019**) of counselling between 9:00 AM to 11:00 AM. It is mandatory for all candidates seeking admission to B.Tech. Programme (Lateral Entry) 2019-20 to attend the counselling, as per the notified schedule given in Admission Brochure. On the day of counselling, the candidates will be called for counselling /admission on their turn in order of merit.
- The counselling will start at **11.00 AM sharp**. The candidate, who reports late i.e., after his/her name has been called, will be considered subject to availability of seats at that point of time in the respective category.
- The candidate will be required to present himself/ herself before the Admission Committee and mark his/her attendance and then he/she will produce all original certificates for verification and checking of eligibility for the programme.
- On ascertaining the eligibility, the Committee will allot a seat as per merit/ preference subject to availability of seat.
- **If a candidate is not in a position to attend the counselling in person because of the illness or accident, or genuineness with prior permission of competent authority, he/ she can authorize in writing his/her parent or guardian to attend the counselling. However, in case of serious illness or accident, he/she must send a medical certificate from a Medical Officer of a Govt. Health Centre/ Hospital with his/ her parent or guardian in case he/she is unable to attend the counselling.**
- Request to change the date of counselling will not be entertained. The counselling also establishes the identity and antecedents of the candidates. All original certificates will be verified at the time of counselling.
- **The mere fact that an applicant has been called for the counselling does not guarantee admission to a programme.** The admission will exclusively depend upon the number of seats available in a programme. The seats will be filled exclusively on the basis of relative merit of the candidates under each category.
- The candidate who did not attend the first counselling, he/she may attend the subsequent counselling according to his/her eligibility, merit and availability of seat.
- Candidates will not be paid any travelling or other allowances for attending the counselling.
- Candidates are again advised to bring all the **necessary documents** at the **time of counselling** failing which they will not be considered for counselling.
- A list of documents (in original and two self-attested photo copies) required on the day of

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counselling is as under:

- a) A duly signed printout of the filled in application form (same as submitted online) along with two good quality photographs (same as uploaded ONLINE application form).
- b) Copy of Admit Card duly signed by the Invigilator during *Common Entrance Examination*.
- c) Demand draft for the **₹ 1, 66,000** (Rupees One Lakh Sixty-Six Thousand Only) made in favour of **“Registrar, Delhi Technological University payable at New Delhi”**.
- d) Proof of Date of Birth (Matriculation certificate).
- e) All mark sheets and certificate of qualifying examination (**Diploma**). If the candidate is/has appearing/appeared in the final year examination of diploma, then he/she needs to produce a certificate as per the Annexure-1 and bring mark sheets up to 5th Semester.
- f) If a candidate has applied for reserved seats such as OBC-NCL/SC/ST/PwD/CW/SG then the candidate must bring original document (s) /certificate (s) of OBC-NCL/SC/ST/PwD/CW/SG, whichever applicable as per the Annexure (s) given. Persons with disability (PwD) candidate shall provide a certificate (Annexure-3) as given. Single Girl Child (SG) candidate shall provide an affidavit as per the format given in Annexure-5. For OBC candidates, it is a must to bring a fresh OBC certificate issued **after 31.03.2019** clearly mentioning the non-creamy layer section. For any detail of the certificate, please refer to Admission Brochure.
- g) Medical Fitness Certificate as per Annexure-4.
- h) Affidavit of gap year if any
- i) Any other document, as mentioned in the admission brochure Lateral Entry 2019-20.

Note:

- For Annexure (s), please refer admission brochure lateral entry 2019-20.