



Office of International Affairs DELHI TECHNOLOGICAL UNIVERSITY

Established by Govt. of Delhi Vide Act 6
of 2009 Shahbad Daulatpur, Bawana
Road, Delhi 110042

REPORTING INSTRUCTIONS

FOR NRI/ PIO/ FN/ CIGW STUDENTS FOR ADMISSION TO B. TECH. COURSES IN DTU THROUGH DASA FOR THE ACADEMIC SESSION 2023-2024.

Candidates who have been provisionally selected for admission in DTU after completion of online allotments are required to report **PHYSICALLY** as per the schedule given below. It is in the interest of the candidates that they should regularly visit website www.dtu.ac.in for any specific updates. **If provisionally selected candidate does not report for physical verification on the specified date and time slot with required original documents/testimonials/certificates and Fees, he/she shall forfeit his/her right of admission** (Para-3.3. information brochure of DASA 2023) and no correspondence in this regard will be entertained after scheduled dates. In case of emergency/genuine cases, candidates who are not able to pay fee before the counselling schedule, should take prior permission from Hon'ble VC, DTU through email: internationalaffairs.dtu@dtu.ac.in, dean.ia@dtu.ac.in.

Provisionally selected candidates should fill below mentioned Google form on or before **30.07.2023 (Mandatory)**.

Google Form Link :: <https://forms.gle/4C9ouXFugG973wqh8>

All admissions would be subject to the verification of original certificates/documents and satisfactory physical fitness as prescribed by the DTU during the time of admission. Not reporting at DTU on the specified date entails cancellation of the allotted seat.

Provisionally selected candidates should bring one set of self-attested photocopies and originals of all required documents for verification and fee receipt of (i) Payment made to DASA 2023, (ii) Balance amount paid to DTU. If found eligible in all respect, candidates will be given admission to DTU.

1. SCHEDULE OF REPORTING:**Reporting Date:** 01.08.2023 (1st August 2023)**Reporting Day:** Tuesday**Reporting Time: 10.00 AM** (attendance will be taken from 10 am to 12 noon)**Following schedule shall be observed for the DASA counselling***

Morning Shift		Afternoon Shift	
Branch	Time Slot	Branch	Time Slot
Electronics & Communication Engineering (ECE)	10:30 AM	Information Technology (IT)	3:00 PM
Computer engineering (COE)	11.15 AM	Software Engineering (SE)	3:30 PM
Mechanical Engineering (ME)	12:30 PM	Mathematics & Computing (MC)	4:00 PM
Electrical Engineering (EE)	1:00 PM	Biotechnology (BT)	4:15 PM
Production & Industrial Engineering (PIE)	2:00 PM	Environmental Engineering (ENE)	4:30 PM
Civil Engineering (CE)	2:30 PM	Mechanical Engineering with specialization in Automotive Engineering (MAM)	4:45 PM
		Engineering Physics (EP)	5.00 PM
		Chemical Engineering (CHE)	5.15 PM

***Candidates are advised to report before their prescribed slot for completing all the formalities.**

2. PLACE OF REPORTING:

Convocation Hall, Civil Engineering Department, **DELHI TECHNOLOGICAL UNIVERSITY, Shahbad Daulatpur, Bawana Road, Delhi-110042, INDIA.**

How to reach: Please visit: www.dtu.ac.in/web/About/visitus.php.

May also visit website of Govt of NCT Delhi and Delhi Tourism.

Prof. Pravir Kumar
Chairperson, DASA Admission 2023-24

Dr. Richa Srivastava,
Deputy Chairperson, DASA Admission 2023-24

E-mail: internationaffairs.dtu@dtu.ac.in, dean.ia@dtu.ac.in

3. PROCEDURE OF COUNSELLING:

3.1 All students and their companion/parents are requested to make it convenient to sit in Convocation Hall, Civil Engineering Department.

3.2 A blank file containing guidelines etc. will be handed over to the student.

3.3 Student is required to place and tag all required documents (as per para 4) in strict order of list in the file.

3.4 Self attest all photocopies indicating name in CAPITAL ENGLISH letters with date.

3.5 Tea and snacks will be served in the Convocation Hall, Civil Engineering Department.

3.6 Students will be allowed in counseling area one by one, on the basis of merit, where all original documents will be verified and provisional admission letter will be issued to the student.

*Candidate must fill and submit google form before physical reporting. Link of google form shall be shared on or before **July 26, 2023 5.00 pm (IST)** and same should be submitted by STUDENTS on/before **July 30, 2023 5.00 PM (IST)**. The documents to be uploaded shall be in high resolution.*

4. DOCUMENTS TO BE SUBMITTED AT THE TIME OF REPORTING

- 4.1 All original transcripts/ certificates need to be produced during the verification.
- 4.2 Provisional Admission Letter issued by the DASA, NIT, CALICUT.
- 4.3 Details and proof of fee payment (i) Payment made to DASA 2023, (ii) Balance amount paid to DTU. In case of payment by SWIFT/ E-Payment transfer; the complete details should be attached with the printed application form.
- 4.4 The hard copy of online application form submitted at the time of online registration, duly signed by the candidate and parent/guardian.
- 4.5 Copy of proof for date of birth (Secondary Education Board/University Certificate [Class X or equivalent] or any certificate issued by the Government authorities).
- 4.6 Self-Attested Copies of Mark Sheets of 10th, 11th, and 12th, (or) Equivalent examination.
- 4.7 Anti-ragging –Affidavits (Annexure I & II).
- 4.8 Copy of certificate from School authorities (in the format given in Appendix – II of DASA 2023 brochure on letter head of the school) as proof of completion of 11th and 12th Standard or equivalent.
- 4.9 Recent one passport size photograph (3.5 cm x 3.5 cm) to be affixed in space provided in the printed application form and five passport size photograph is to be attached with the application form, preferably same as the photo uploaded in the application portal.
- 4.10 Copy of candidate's Passport (Nationals of Nepal and Bhutan who do not have a passport, copy of Authenticated Citizenship Card has to be submitted*).
- 4.11 School Leaving Certificate/ Migration Certificate.
- 4.12 Medical Fitness (Annexure - IV).
- 4.13 Certificate in Appendix III of DASA 2023 brochure in case of CIWG candidates.
 - a) Passport of the parents working in the Gulf in case of CIWG candidates.
 - b) Parents Visa in case of CIWG candidates.
 - c) Parents work permit (if any) in case of CIWG candidates.
- 4.14 Self-declaration and undertaking forms (Annexure III).

Provisional admission given based on JEE Mains score will be deemed to be cancelled if the candidate is not able to produce the required documents for academic eligibility within the specified time. The candidates must share their JEE Mains Examination user ID and Password for online verification.

- I. If any supporting documents are in languages other than English or Hindi, authenticated translated copy of the documents in English or Hindi must be provided by the student.
- II. Incomplete/non-eligible applications and documentary evidences in any respect would be straight away rejected without any communication to the candidates.

5. Annual Tuition Fee:

5.1 Registration fee and first Semester Tuition Fee which has been deposited with DASA as per the 3 (Three) Distinct categories is as follows:

S.No	Admission category	Registration Fees	Tuition fee (for first semester only), payable to DASA 2023	Total amount paid along with application form
1	CIWG	US\$ 300	INR ₹ 62,500/- (or US \$ 762)	US \$ 1062
2	NRI/OCI	US\$ 300	US \$ 4000/-	US \$ 4300
3	FN (Countries other than SAARC)	US\$ 300	US \$ 4000/-	US \$ 4300
4	FN (Countries within SAARC)	US\$ 300	US \$ 2000/-	US \$ 2300

5.2 Balance fee towards the net annual tuition fee for First year to be deposited before the physical verification where admission have been confirmed:

S.No	Admission category	Fee
1	Tuition fee	
A	CIWG	INR ₹ 84,800/-
B	NRI/OCI	US \$ 4000*
C	FN (Countries other than SAARC)	US \$ 4000*
D	FN (Countries within SAARC)	US \$ 2000*
2	Non-Govt. Components for 1 (a), 1 (b) and 1 (c)	
A	Student welfare fee	INR ₹ 22,466/-
B	Facilities and Service Charges	INR ₹ 42,000/-
C	Economically weaker Section Fund	INR ₹ 8,000/-
D	Examination Fee	INR ₹ 17,000/-
E	Premium amount for Medi-Claim of Student (per annum)	INR ₹ 900/-
	Sub total of 2 (a) to 2 (e)	INR ₹ 90,366/- (or US \$ 1100)
3	Grand Total of 1 & 2	
A	CIWG	INR ₹ 1,75,166/-
B	NRI/OCI	US \$ 4000 + INR 90,366/- or US \$ 1150, Total (US \$ 5150)
C	FN (Countries other than SAARC)	US \$ 4000 + INR 90,366/- or US \$ 1150, Total (US \$ 5150)
D	FN (Countries within SAARC)	US \$ 2000 + INR 90,366/- or US \$ 1150, Total (US \$ 3150)

**Parents living in India or abroad and also applicants from Nepal and Bhutan can pay prescribed fee under DASA scheme either in US Dollars or in equivalent Indian Rupees as per DASA guidelines and produce stamped exchange rate given by the nationalize bank.*

All reporting students for counseling at DTU, are mandatorily required to make part of the total fee payment at Registrar -IA, DTU A/c latest by 28-July-2023 to smoothly reflect all the transactions in the DTU a/c for received fee verification (Mandatory)

6. MODE OF FEE PAYMENT

The tuition fee is to be paid through online/RTGS/NIFT/SWIFT

The bank details are given below:

Name of the Beneficiary	REGISTRAR, DTU –INTERNATIONAL AFFAIRS
Bank Name	State Bank of India
Bank Address	DCE Campus, Shahbad Daultapur, Bawana Road, Delhi – 110042.
Bank Account No.	37143752513
MICR Code	110002438
Branch Code	10446
IFSC Code	SBIN0010446
Swift Code	SBININBB544
Type of Account	Current Account

Note: Any transaction charge towards payment should be borne by the candidate ONLY.

7. TUITION FEE FOR SUBSEQUENT YEARS OF STUDY:

7.1. The tuition fee as applicable to respective students for subsequent years of study will be deposited by admitted candidates, directly to DELHI TECHNOLOGICAL UNIVERSITY, as per rules of the DELHI TECHNOLOGICAL UNIVERSITY, at the beginning of each year as per scheduled announced. The fee may vary as per the DTU norms and amendment.

8. HOSTEL ACCOMMODATION AND OTHER EXPENSES:

Hostel accommodation: The candidate can choose any one out of 2 (Two) options: Fees are required to be paid by the candidate directly to the University hostel office at the time of admission. The admitted students are advised to visit the websites or contact concerned authorities for detailed information regarding hostel accommodation and other expenses. Tentative (likely to be revised) hostel and other expenses are follows (may vary at the time of reporting)

HOSTEL FEE PER SEMESTER				
Room Type	For Non-AC Hostels			For AC Hostels
Details	Single seater INR ₹	Double seater INR ₹	Triple seater INR ₹	Triple seater INR ₹
Hostel Room rent	22000/-	20000/-	18000/-	18000/-
Electricity and Water charges	2000/-	2000/-	2000/-	12000/-
Security and Attendant Services	2000/-	2000/-	2000/-	2000/-
Total A	26000/-	24000/-	22000/-	32000/-
Medical Fees	1000/-	1000/-	1000/-	1000/-
Hostel Maintenance Fee	3000/-	3000/-	3000/-	3000/-
Total B	4000/-	4000/-	4000/-	4000/-
Grand total (A+B)	30,000/-	28,000/-	26,000/-	36,000/-

9. REFUND OF FEES

All cases of refund of fee will be dealt with as per DASA guidelines.

10. INTERNAL SLIDING

An internal sliding will be conducted on **August 3rd, 2023**, Thursday on the basis of *inter-se-merit* and choice for internal sliding indicated by the applicant at the time of admission for vacancies that exist in the DTU on completion of admission process. After the internal sliding is completed, DTU will notify the vacancy status to DASA Office at NIT, CALICUT.

11. SPOT ROUND

Seats remaining vacant after the internal sliding in DTU will be displayed on the DASA 2023 website on **August 4, 2023**. Applicants who have not got any allotment in the earlier rounds and those who were not eligible for allotment in the earlier rounds and have become eligible later can register for Spot round. Applicants who have declined their allotments or withdrawn/cancelled their applications are eligible to re-register for Spot round after paying a re-registration Fee of US\$ 300 (US Dollars Three hundred only). Applicants who have got admitted to the allotted Institute (DTU) have to withdraw their admission before internal sliding if they would like to participate in Spot Round.

More details regarding how to register for Spot Round will be announced on the DTU 2023 website.

12. BRANCH CHANGE

There will be no branch change, once a branch has been allotted through DASA.

13. MISCELLANEOUS INFORMATION

Following information is for the benefit of candidates who are taking admission in DTU.

Academic session will start as per academic calendar. For more information please visit www.dtu.ac.in and Academic Calendar as announced later on DTU website.

All selected foreign nationals (excluding OCI card holders) must obtain a valid students visa issued by the Indian Missions abroad. The visa can be obtained by producing the provisional admission letter and other required documents at the Indian Missions located in their respective country. All foreign national are required to register with FRRO.

14. MEDICAL EXAMINATION

The candidates, in their own interest, are advised to ensure that they are medically fit to pursue the prescribed course of study. The candidates would be required to submit the Medical Certificate (Annexure- IV) from an Authorized Medical Practitioner in their home country or India for general fitness.

Alternatively, the candidates would be required to undergo a Medical Fitness Test at the time of reporting DTU. Please note that if the candidate is not medically fit, his/her admission is likely to be rejected.

15. ACADEMIC REGULATIONS, PLACEMENT AND INTERNSHIP

Potential applicants should visit the website www.dtu.ac.in or directly approach the authorities of the DTU for details on Academic Regulations, Placement and opportunities for internship.

ANNEXURE I

AFFIDAVIT BY THE STUDENT

(This matter has to be typed on a non-judicial stamp paper of Rs. 20/-)

1).....(full name of student with admission/registration/ enrolment number) s/o d/o Mr./Mrs./Ms having been admitted to (name of the institution), have received a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the "Regulations") carefully read and fully understood the provisions contained in the said Regulations.

2) I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.

3) I have also, in particular, perused clause 7 and clause 9.1 of the Regulation and am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.

4) I hereby solemnly aver and undertake that (a) I will not indulge in any behaviour or act that may be constituted as ragging under clause 3 of the Regulations. (b) I will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.

5) I hereby affirm that if found guilty of ragging, I am liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against me under any penal law or any law for the time being in force.

6) I hereby declare that I have not been expelled or debarred from admission in any institution on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is liable to be cancelled.

Declared this.....day of.....month of year.

Signature of deponent
Name:

VERIFICATION

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at(place) on this the (day), of..... (month), (year).

Signature of deponent:

Solemnly affirmed and signed in my presence on this the (day) of (month),(year) after reading the contents of this affidavit.

OATH COMMISSIONER / ADVOCATE AND NOTARY PUBLIC

ANNEXURE II

AFFIDAVIT BY THE PARENT OR GUARDIAN

(This matter has to be typed on a non-judicial stamp paper of Rs. 20/-)

1. Mr./Mrs/Ms.....(Full name of the parent or guardian) Father/Mother/ Guardian of..... (full name of student with admission/registration/enrolment number), have been admitted to (name of the institution), have received a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational institution 2009, (hereinafter called the "Regulations"), carefully read and fully understood the provisions contained in the said Regulations.

2. I have, in particular perused clause 3 of the Regulations and am aware as to what constitutes ragging.

3. I have also, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against my ward in case he/she is found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.

4. I hereby solemnly aver and undertake that

- a) My ward will not indulge in any behavior or act that may be constituted as ragging under clause 3 of the Regulations.
- b) My ward will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.

5. I hereby affirm that, if found guilty of ragging, my ward is liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against my ward under any penal law or any law for the time being in force.

6. I hereby declare that my ward has not been expelled or debarred from admission in any institution on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, the admission of my ward is liable to be cancelled.

Declared thisday of..... month of year.

Signature of deponent
Name:

VERIFICATION

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at (place) on this the (day), of..... (month), (year).

Signature of deponent:

Solemnly affirmed and signed in my presence on this the (day) of (month),(year) after reading the contents of this affidavit.

OATH COMMISSIONER / ADVOCATE AND NOTARY PUBLIC

ANNEXURE -III

Self-Declaration

for getting services from Government Departments/Local Bodies/Autonomous Body under the GNCT of Delhi.

The written declaration as given hereunder will be included at the end of the application form for seeking the services:

I.....son/daughter of Shri.....age.....years resident of..... do hereby affirm and declare that the information given above and in the enclosed documents is true and correct to the best of my knowledge and belief and nothing has been concealed therein. I am well aware that concealment of facts and giving false information is a punishable offence and in case I am guilty of giving false information or concealment of facts herein, I will be liable to be punished with imprisonment and/or fine as per the relevant provisions of law. I also undertake that the benefits availed by me by furnishing such false information or concealment of facts shall be liable to be summarily withdrawn.

Signature.....

Full Name in Capital Letters.....

Place

Date:

THE UNDERTAKING

(Please make the triplicate copies)

I...(Enrolment No.....) do hereby take a pledge that as a student of Delhi Technological University, I shall:

1. Faithfully follow and abide by the ordinance, Statues and other notifications as issued by DTU from time to time;
2. Carry my identity card with me, especially when I moved out of my hostel/ Place of stay;
3. Not adopt any unfair means before, during or after the examination.
4. Not copy someone other's work or any information from a book / article or internet and shall not insert it in my class work submissions, project, seminar, reports, dissertation, etc., without proper acknowledgement, credit and reference;
5. Not plagiarize the class work submissions, reports, project, dissertation, etc.;
6. Not commit any cyber offence and shall not indulge in any act related to computers/electronics/information technology which may be construed to be an offence under the Indian Penal Code and / or Cyber Law international protocol on internet use / telephony/ information access, etc.
7. Abide by Ordinance pertaining to maintenance of Discipline.
8. Keep clean my University

I do, hereby, undertake that I shall cooperate and assist in any enquiry and disciplinary proceeding initiated by the University concerning any matter what so ever, including those as given heretofore.

Date_____

(Signature of student)

Name of the Student: _____

Branch_____

Signature of the parent/guardian

Note for the student:

- x Please submit ONLY one signed copy of The UNDERTAKING at the AR (International Affairs) at the time of Registration.
- x Handover one signed copy of The UNDERTAKING to your Parent / Guardian for record.xKeep one signed copy of The UNDERTAKING with you.

ANNEXURE- IV

MEDICAL FITNESS CERTIFICATE

(on letter head of the GP/Hospital etc.)

(To be signed by a registered medical practitioner holding a degree not below of M.B.B.S.)

(TO BE SUBMITTED AT THE TIME OF ADMISSION)

I certify that I have carefully examined Mr. /
Ms.* _____ Son/Daughter of Shri
_____ whose signature is given below. Based on the
examination, I certify that he/she is in good mental and physical health and is free from
any physical defects, which may interfere with his/her studies including the active outdoor
duties required of a professional. The candidate is also free from any contagious diseases.

Marks of Identification _____

Signature of the Candidate _____

Place:

Date:

Name & Signature of the Medical Officer with seal and registration number

* Strike off whichever is not applicable