



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 2024-2025.

Candidates who have been provisionally selected for admission in DTU after completion of online allotments are required to report **ONLINE** 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 online 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 2024) 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: ويا.dtu@dtu.ac.in, dean.ia@dtu.ac.in.

Provisionally selected candidates should email one set of self-attested photocopies of all required documents (in **SINGLE PDF** file) for online verification to ويا.dtu@dtu.ac.in on or before 25.07.2024 and also fill below mentioned Google form on or before **25.07.2024 (Mandatory)**.

(Affidavits and medical certificates can be submitted at the time of physical reporting at DTU)

Google Form Link :: <https://forms.gle/GnwDCymYduJveysV7>

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.

1. SCHEDULE OF ONLINE VERIFICATION:

Reporting Date: 26.07.2024
Reporting Day: Friday
Reporting Time: 10.00 AM

Following schedule shall be observed for the DASA online counselling*

Morning Shift		Afternoon Shift	
Branch	Time Slot	Branch	Time Slot
Electronics & Communication Engineering (ECE)	10:00 AM	Information Technology (IT)	2:30 PM
Computer engineering (COE)	11.00 AM	Software Engineering (SE)	3:00 PM
Mechanical Engineering (ME)	12:15 PM	Mathematics & Computing (MC)	3.30 PM
Electrical Engineering (EE)	12:45 PM	Biotechnology (BT)	3:45 PM
Production & Industrial Engineering (PIE)	1:15 PM	Environmental Engineering (ENE)	4:00 PM
Civil Engineering (CE)	2:00 PM	Mechanical Engineering with specialization in Automotive Engineering (MAM)	4:15 PM
		Engineering Physics (EP)	4:30 PM
		Chemical Engineering (CHE)	4:45 PM

****Candidates are advised to be ready 10 min before their prescribed slot and also in case of exception toward unavoidable delay we request you not to panic and wait patiently for your slots. Those who miss their slot will be entertained as and when the slot falls vacant/ or at the end***

2. REPORTING:

The online verification will be held through Google meet. Separate links will be shared with the individual candidates on 25.07.24 through email by 5.00 pm (IST). The link will be active by 10.00 AM (IST) on 26.07.2024 for online counselling. Candidates are advised to register on Gmail to use Google meet for online verification.

Prof. Pravir Kumar
Chairperson, DASA Admission 2024-25

Dr. Richa Srivastava,
Deputy Chairperson, DASA Admission 2024-25

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

3. PROCEDURE OF COUNSELLING:

3.1 The counselling for NRI/PIO/FN/CIWG candidates admitted through DASA for the academic session 2023-2024 shall be conducted through online mode on 26.07.24.

3.2 Provisionally selected candidates shall be present before the committee designated for online verification in the given date and time slot with high definition (HD) camera for scanning documents. The candidates are advised to put their original documents (sequence wise) on examination pad/ writing pad during online verification.

3.3 The candidates are required to deposit the requisite balance first year fee through online or RTGS/SWIFT etc. The fee remittance details or transfer transaction slip having transfer details (ID/ Number) copy should be sent through email at oia.dtu@dtu.ac.in latest by 25, July, 2024 by 5.00 PM (IST). The same shall be produced during online verification before the online verification committee.

3.4 Candidate must fill and submit google form before online verification. Link of google form is already given above. 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 online verification.

4.2 Provisional Admission Letter issued by the DASA, NIT, RAIPUR.

4.3 Details and proof of fee payment

(i) Payment made to DASA 2024,

(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 2024 brochure on letter head of the school) as proof of completion of 11th and 12th Standard or equivalent.

4.9 JEE Main -2024 final score card showing rank

4.10 Recent one passport size photograph (3.5 cm x 3.5 cm) to be affixed in space provided in the printed application form and 1 passport size photograph is to be attached with the application form, preferably same as

the photo uploaded in the application portal.

4.11 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*).

4.12 School Leaving Certificate/ Migration Certificate.

4.13 Medical Fitness (Annexure - IV).

Applicant applying under CIWG quota, has to produce all the following documents in addition:

1. Copy of the passport of the parent working in the gulf.
2. Copy of Parent's visa with a validity on any date in the year 2024.
3. Copy of Parent's Work Permit with a validity on any date in the year 2024.
4. Certificate from the company/organization as proof that parent is working in gulf country as per Appendix III of DASA UG Brochure 2024.

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. Physical Verification:

All the admitted students shall report to the Office of International Affairs, DTU, Delhi, India for physical verification on 05 Aug, 2024.

6. Annual Tuition Fee:

6.1 Registration fee and first Semester Tuition Fee which has been deposited with DASA-2024 as per the 3 (Three) Distinct categories is as under:

S.No	Admission category	Registration Fees (1)	Tuition fee (for first semester only), payable to DASA 2024 (2)	Total amount to be paid along with application form (3)
1	DASA (CIWG)	US \$300	INR ₹ 62,500/- (or Equivalent amount in US Dollars)	(1) + (2)
2	DASA (Non-SAARC)	US \$300	US \$4000/-	US \$4300
3	DASA (SAARC)	US \$300	US \$2000/-	US \$2300

6.2 Balance fee towards the net annual tuition fee for First year to be deposited at DTU before the online verification:

S.No	Admission category	Fee
1	Tuition fee	
A	DASA (CIWG)	INR ₹ 92,500/-
B	DASA (Non-SAARC)	US \$ 4000*
C	DASA (SAARC)	US \$ 2000*
2	Non-Govt. Components for 1 (a), 1 (b) and 1 (c)	
A	DASA (CIWG)	INR ₹81,700/-
B	DASA (Non-SAARC)	US \$ 1100
C	DASA (SAARC)	US \$ 1100
3	Grand Total of 1 & 2	
A	DASA (CIWG)	INR ₹ 1,74,200/-
B	DASA (Non-SAARC)	US \$ 4000 + US \$ 1100, Total (US \$ 5100)
C	DASA (SAARC)	US \$ 2000 + US \$ 1100, Total (US \$ 3100)

**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 25-July-2024 to smoothly reflect all the transactions in the DTU a/c for received fee verification (Mandatory)

7. 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 Daultpur, 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.

8. TUITION FEE FOR SUBSEQUENT YEARS OF STUDY:

8.1. 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 schedule announced. The fee may vary as per the DTU norms and amendment.

9. HOSTEL ACCOMMODATION AND OTHER EXPENSES:

Please contact Hostel Administration.

10. REFUND OF FEES

Fees is non refundable.

11. INTERNAL SLIDING and SPOT ROUND

As per DASA- 2024 guidelines and schedule

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 nationals 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.

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 these services:

I.....son/daughter of Shri.....ageyears 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