



**National Institute of Technology Calicut**  
NIT Campus PO, Kozhikode - 673601, Kerala.

## **INFORMATION SHEET**

### **ADMISSION TO B.Tech./B.Arch. PROGRAMMES 2023-24 UNDER**

#### **DASA/CIWG SCHEME - 2023**

#### **Online Reporting**

### **I. SCHEDULE OF ONLINE REPORTING**

As per DASA-2023 guidelines, dates for **Online reporting**, for institute admission to B. Tech/B. Arch, by candidates, who have been allotted seat at NIT Calicut under DASA scheme in Rounds 1, 2, 3 and Final are **30<sup>th</sup> July 2023, 10 am to 2<sup>nd</sup> August 2023, 5:00 pm (IST)**. Accordingly, DASA candidates and their parents are requested to follow the instructions and procedures given below.

**Failing to report **Online** for institute admission within the above mentioned date and time will result in the cancellation of the allotted seat.**

The **physical reporting** for candidates, who have been allotted seat at NIT Calicut under DASA scheme in Rounds 1, 2, 3 and Final and those who completed the online reporting process at NIT Calicut during 30<sup>th</sup> July 2023 to 2<sup>nd</sup> August 2023 is scheduled on **10<sup>th</sup>, 11<sup>th</sup> and 14<sup>th</sup> August 2023**. Admission process will be treated incomplete till the physical reporting is done. There will be a separate information sheet regarding **physical reporting**.

### **II. ONLINE PROCESS IN INSTITUTE MANAGEMENT SYSTEM (IMS) PORTAL**

Candidate will receive an email, by 29<sup>th</sup> July 2023, from the institute to registered Email ID of the candidate (registered with DASA 2023). The Email will be having the details of Institute Management System (IMS) portal URL along with NITC institute email ID and temporary password (which is Institute Roll Number). Candidates are required to login the IMS portal using NITC institute email ID and temporary password (Institute roll number) and then proceed to online Data Entry, uploading signature, photo and documents, as instructed given in portal and balance institute fee (if any) online payment, within the portal. All candidates are compulsorily required to do the online process before physical reporting to NIT Calicut. Kindly follow the instructions in the email (which will be sent later from IMS) and in case of any queries relating to your data entry in IMS, please contact [support-ims@nitc.ac.in](mailto:support-ims@nitc.ac.in).

Candidates should check the spam folder of their registered Email ID, in case they do not receive the email in the Inbox. NITC institute email ID work same way as Gmail and it also works at google email platform. Instituteroll number act as its temporary password. To safeguard the data in email, you may change the password as done in Gmail platform. IMS portal can be accessed at any time using NITC institute email ID and its password. Further all communications will be happening via Portal and/or institute email ID.

### III. DOCUMENTS TO BE UPLOADED AT THE TIME OF ONLINE REPORTING

Scanned copy of following documents, needs to be uploaded before **5:00 pm, 02<sup>th</sup> August 2023**

1. Provisional Admission Letter (issued from DASA 2023), with signature of the candidate.
2. Relevant Pages of Candidate's passport and VISA in a single PDF file (Nationals of Nepal who do not have a passport, copy of Authenticated Citizenship Card needed to be submitted) or PIO/OCI card as applicable
3. 10<sup>th</sup> standard/Matriculation or equivalent certificate or any other certificate issued by government authorities, as proof of date of birth and Name of Candidate).
4. Mark sheet/grade card and Pass certificate (if issued separately from school) of the qualifying examination (As Single PDF file).

Or

Certificate from the school studied as proof of completion of 11<sup>th</sup> and 12<sup>th</sup> **in case of candidates whose final results are awaited** (as per the format in **Appendix II** of DASA Information Brochure- 2023.

5. JEE 2023 Score Card issued by NTA.
6. School Leaving / Transfer Certificate from the Institution last attended.
7. For candidates. who are Indian citizens, certificates proving that he/she completed 11<sup>th</sup> and 12<sup>th</sup> from an institution abroad (as per **Appendix IV** of DASA Information Brochure- 2023), if it is not clear from the School Leaving / Transfer Certificate.
8. Candidates, whose eligible category includes CIWG, the proof that either of the parent is working in gulf country will be:  
(1) Passport of the parent working in the gulf, (2) Parent's visa (3) Parent's Work Permit (If any), and (4) Certificate from the company/organization as proof that parent is working in gulf countries as per **Appendix III** of DASA Information Brochure- 2023 (As Single PDF file)
9. Agreement executed by the candidate for online institute admission (as per format given in **Annexure A, page 4 of this information sheet**).

**Note:** If any certificate is in a language other than English/Hindi, an English version of that certificate attested by a Gazetted Officer/Competent Authority should be uploaded compulsorily, along with scan copy of original certificate [as a single PDF file](#).

### IV. FEE INFORMATION AND HOSTEL ADMISSION

#### Balance Institute and Hostel admission Fee

The candidate should pay the balance institute fee through IMS before the physical reporting. Details of the Balance institute fee are as follows:

Institute Fee Category	For B. Tech Candidates	For B. Arch Candidates
Balance Institute Fee	Rs. 48,186/-	Rs. 52,186 /-

Hostel Room Allotment will be done to the admitted students, after completing the physical reporting process for institute admission and after payment of required hostel fees. Payment of balance institute and Filling of Details of payment of Hostel fee can be done before time of physical reporting, **not mandatory for Online reporting**. Details of Hostel fees will be provided in the information sheet regarding physical reporting.

## V CONTACT DETAILS

Dean (Academic) National Institute of Technology Calicut N. I. T. Campus P. O. Kozhikode- 673 601 Kerala, India. Fax: 0495 228 7250 E-mail: <a href="mailto:dao@nitc.ac.in">dao@nitc.ac.in</a> Website: Institute: <a href="http://www.nitc.ac.in">http://www.nitc.ac.in</a>	Chairperson-UG Admissions National Institute of Technology Calicut N. I. T. Campus P. O. Kozhikode- 673 601 Kerala, India. Telephone: 0495 2286110, 0495 2286118 Mob: +91 9446929637 (Chairperson) +91 9744668753 (Dy. Chairperson) +91 9447053309 (Dy. Chairperson) E-mail: <a href="mailto:ugadmissions@nitc.ac.in">ugadmissions@nitc.ac.in</a>
Chief Warden - +91 495 228 6951 Hostel Office - +91 495 228 6953	
Commencement of Academic Session: Tentatively scheduled to start from <a href="#">24-08-2022 (Thursday)</a> . Candidates are advised to visit the Institute website for updates	

**Chairperson, UG Admissions  
NIT Calicut**

**AGREEMENT to be executed by candidate if the institute admission is in online mode**

I, ..... (Name of the candidate)  
son /daughter of.....,  
resident of ..... do hereby  
solemnly affirms:

1. That, I have allotted seat in ..... (Program) of  
**National Institute of Technology Calicut.**
2. That I have submitted only scanned copies of my relevant certificate for which the originals are not verified.
3. That I understand that my allotment of seat will stand cancelled if there is any discrepancy in the certificate while verifying them at the time of physical reporting at Institute.
4. I understood that during course of study, if at any stage, if it is found that any of the document is not correct, then my admission will be cancelled and it will be my sole responsibility. Further, the Institute will be free to take any legal action as per law.

Signature of Parent .....

Signature of Candidate.....

Name of Parent .....

Name of Candidate .....

Date .....

Place .....