



10. Educational Qualifications:

Name of Examination	School/College/ Board/ Examining Authority & Country	Year of passing	Percentage/ Grade	Subjects
Class 10 or Equivalent				
Class 12 or Equivalent				
Graduation or Equivalent				
Any Other (Please specify)				

11. Choice of Branch for Undergraduate Programme in Engineering (in order of preference).

1.	2.	3.
4.	5.	6.
7.	8.	9.
10.		

Immediate Option 1: I have above 60% marks in Class 12 and request immediate allotment of \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_ branches in order of preference, if available, as mentioned in Section 2 of Information Brochure, with request for change of branch during the first semester depending on availability of seats and my marks

Immediate Option 2: I have above 80% marks in Class 12 and request immediate allotment of \_\_\_\_\_, as mentioned in Section 2 of Information Brochure. Else I request allotment of \_\_\_\_\_, \_\_\_\_\_ branches in order of preference, if available, with request for change of branch during the first semester depending on availability of seats and my marks.

12. Choice of specialization for M.E. / M. Pharm programme (where applicable)

(i) \_\_\_\_\_ (ii) \_\_\_\_\_

(iii) \_\_\_\_\_ (iv) \_\_\_\_\_

**Undertaking to be signed by the candidate:**

I agree to abide by the rules of conduct and discipline of the Institute and rules of conduct and discipline of the hostels, (if admitted at Mesra / Patna / Deoghar). In case of any infringement of rules or violation of any laws of the land, I can be sent back home at my own cost. I agree that in case of any legal dispute concerning admission, the same will be subject to the exclusive jurisdiction of court at Ranchi only.

**Signature of Applicant:** \_\_\_\_\_

Date: \_\_\_\_\_ Place: \_\_\_\_\_

**Enclosed: Crossed Bank Draft for USD 200 (non-refundable) in favour of "Birla Institute of Technology" towards Application Fee**

Draft No. \_\_\_\_\_ dated \_\_\_\_\_

Name of Bank: \_\_\_\_\_ Location of Bank: \_\_\_\_\_

**Please see last page for list of enclosures required with completed application form**

## Undertaking to be signed by Parent / Legal Guardian of

(Name of Candidate) \_\_\_\_\_

I, Mr./Mrs. \_\_\_\_\_

Father/ Mother / legal guardian of the above candidate do hereby undertake to pay for the full 'Educational Costs' of my ward to the Birla Institute of Technology, Mesra, Ranchi at the rate of USD \_\_\_\_\_ /per semester for the entire duration of his/her study in the Institute. Failure to do so will entail forfeiture of the privilege regarding studies of my ward under the NRI's / SFFS Scheme.

I also undertake to meet the 'Student Costs' regarding the maintenance and other personal expenses of my ward during his/her studies at the Birla Institute of Technology, Ranchi / its Extension Centre at \_\_\_\_\_.

Agreed that in case of any legal dispute concerning admission, the same will be subject to the exclusive jurisdiction of court at Ranchi only.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Full address: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Telephone: \_\_\_\_\_ Cell phone: \_\_\_\_\_

Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

### Explanation:

1. 'Educational Costs' at the rate per semester mentioned in the NRI/SFFS Information Brochure 2012 (pdf) on website includes tuition fees, hostel fees, including electricity charges, examinations, library, student activities, games & sports etc. This is payable at the time of registration for every semester and is non-refundable.
2. Student's maintenance expenses include boarding expenses, general maintenance, linen & clothing, books and stationery, travel, site seeing and other personal expenses of the student. These are to be met by the students concerned or by their sponsoring agency. On an average about USD 1,500/- to 2,000/- per annum should be adequate for this purpose.
3. The above undertaking is to be signed by parent or legal guardian who should be a NRI or Foreign National and having his/her earning in foreign currency (US Dollars etc).

**Notes:**

1. Testimonials from at least two individuals are mandatory for postgraduate and research programmes, and desirable for undergraduate programmes. The format of the letter of recommendation is given separately. The testimonials should be obtained from Principal / teachers / persons who can certify the suitability of a candidate for study in the desired programme / discipline. The letters of recommendation must be received by the due date (see NRI/SFFS Information Brochure 2012) for admission to the Academic Programme, and should be mailed directly to:

**Dean, Admission & Academic Coordination  
Birla Institute of Technology  
Mesra, Ranchi - 835215 (India)**

2. Candidate must have adequate knowledge of written & spoken English to cope with the programmes as all instruction and examinations will be in English only.
3. Please attach photocopies of all relevant documents (please see list of enclosures given in the next page)
4. In case of applications to programmes at Extension Centers, please send the original completed application to the office of Dean, Admission & Academic Coordination at Mesra and a copy to the Director of the concerned Extension Centre.
5. Please note that hostel facilities are available only at Birla Institute of Technology Mesra, BIT Extension Centre Patna, and BIT Extension Centre, Deoghar.

Candidates should go through the eligibility criteria, rules and regulations, details of fees, maintenance costs and other conditions given in the NRI / SFFS Information Brochure 2012 and pages on the Institute website.

A recent clear colour passport size photograph should be neatly and firmly pasted on the application form, and one photograph should be attached by a paper clip to the form.

Candidates applying for postgraduate programmes and appearing for their qualifying examinations may send their applications in advance, but a copy of their final result must be faxed immediately on publication or latest by 15 June 2012.

**For UG programmes:** Dispatch of offer letters granting provisional admission would commence from 10 June 2012 for candidates requesting for immediate option, and from 15 June 2012 for others.

**For PG programmes:** Dispatch of offer letters granting provisional admission would commence from 20 June 2012.

**All programmes will commence from 16 July 2012.**

**For any queries please contact the Admissions Office at Mesra on +91-651-2275868**

## List of enclosures required with the duly completed application form

### Enclosures required for undergraduate programmes:

Applicants for all undergraduate programmes should attach with their applications

- (a) Bank Draft for USD 200 (non-refundable) in favour of "Birla Institute of Technology", towards Application Fee
- (b) Two recent clear passport size photographs (one pasted on the form and one attached by a paper clip)
- (c) Photocopies of the following documents:
  1. Pass certificate of Class 10 / High School Certificate or other document as proof of age.
  2. Mark Sheet of Class 10 and Mark sheet of Class 12 / Qualifying Examination, indicating clearly that you have obtained requisite minimum marks in aggregate
  3. School Leaving Certificate / College Leaving Certificate
  4. Certificate(s) from competent authority that you or your parent is an NRI / PIO / SFFS.
  5. Undertaking from parent that he / she will pay all the fees of the Institute in USD for the entire duration of the course, at the beginning of each semester during registration 1<sup>st</sup> week of July and 1<sup>st</sup> week of December every year until completion of the programme.
  6. Copy of passport
  7. Copy of parent's passport

### Enclosures required for postgraduate programmes:

Applicants for all postgraduate programmes should attach with their applications

- a) Bank Draft for USD 200 (non-refundable) in favour of "Birla Institute of Technology", towards Application Fee
- b) Two recent clear passport size photographs (one pasted on the form and one attached by a paper clip)
- c) Photocopies of the following documents:
  1. Pass certificate of Class 10 / High School Certificate or other document as proof of age.
  2. Mark Sheet of Class 10, Mark sheet of Class 12, Mark sheet of Graduation, and Mark sheet of postgraduation (if that is the Qualifying Examination), indicating clearly that you have obtained requisite minimum marks in aggregate in each examination
  3. Certificate of qualifying examination - Graduation or Postgraduation
  4. College Leaving Certificate and Migration Certificate
  5. Certificate from competent authority that you or your parent is an NRI / PIO / SFFS.
  6. Undertaking from parent that he / she will pay all the fees of the Institute in USD for the entire duration of the course, at the beginning of each semester during registration 1<sup>st</sup> week of July and 1<sup>st</sup> week of December every year until completion of the programme.
  7. Copy of passport
  8. Copy of parent's passport
  9. Candidates who have appeared for the final examinations of their qualifying degree in 2012 can also apply, provided that they have obtained requisite marks, as given in the eligibility criteria, based on latest available grades / marks at the time of applying. They must enclose copies of Mark sheets upto pre-final year/semester. They must also enclose photocopies of the following:
    - (i) A certificate from the Principal of their Institute stating the date when they had appeared for examination in all subjects required for obtaining their qualifying degree
    - (ii) A certificate from the Principal certifying that they have obtained requisite marks based on latest available grades / marks. Marks to be calculated as in eligibility criteria
  10. Candidates appearing for their qualifying examinations in 2012 may send their applications in advance, but a copy of their final result must be faxed immediately on publication or latest by 15 June 2012. If a candidate is unable to submit marksheet of qualifying examination by the above date, provisional offer of admission may still be granted, provided he/she is otherwise found suitable for a programme. **However, in such a case, proof of passing the qualifying examination with requisite marks must then be provided at the time of admission, failing which the provisional admission will be withdrawn / cancelled.**

**Note: Please do not send any original certificates / documents at this stage. Bring all above original certificates / documents at the time of admission.**