Dear Candidate,

Subject: Offer of admission to the MBA / MBA (Telecom) Full Time Programme for the 1st Semester (Session 2021-2022)

Congratulations! You have been selected for admission to the 2 year MBA Full Time Programme of IIT Delhi for the session 2021-22. Please refer to the enclosed Annexure for the terms and conditions of admission. Please submit the fee as per the following schedule.

<table>
<thead>
<tr>
<th>S. No.</th>
<th>Type of fees</th>
<th>Amount (Rs)</th>
<th>Deadline</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>First installment of Institute dues (I Semester 2021-22) for GEN/OBC/EWS Category</td>
<td>2,56,450/-# (Pay through online payment) *</td>
<td>04 June 2021</td>
<td>After depositing the fee share the fee receipt by mail to <a href="mailto:inquiry@dmsiitd.org">inquiry@dmsiitd.org</a></td>
</tr>
<tr>
<td></td>
<td>For SC/ST/PwD Category</td>
<td>16,450/-# (Pay through online payment)*</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Management Systems Society</td>
<td>25,000/- (Pay through online payment)</td>
<td></td>
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</tbody>
</table>

# Hostel Seat Rent and Amenity Charges of Rs. 8000/- are not included in the above fee.
All SC/ST and PwD students will get 100% Tuition fee exemption.

Procedure for Payment of Fees (as mentioned at S. No. 1 Above) using State Bank Collect
Step-1: URL: https://www.onlinesbi.com/sbicollect/collectionhome.htm
Step-2: State of Corporate/Institution: "National Capital Territory of Delhi"
Corporate/Institution: "Educational Institutions"
Choose following and click <Go> button
Step-3: Educational Institute Name: "IITD REVENUE ACCOUNT (FEE COLLECTION)"
Click <submit>
Step-4: Payment Category: IIT DELHI STUDENTS FEES (1st Semester 2021-2022)
Step-5: Sent the online receipt by mail.
(Only for those who have taken loan from the banks or arc holder of some scholarship from outside agencies and Paying through DD)
Generate Challan from online and then prepare Demand Draft (DD) for the total amount of Challan (fee +other charges in challan) in the name of Registrar, IIT Delhi and submit to SBI Branch.

Upon failure to deposit the fee as above, the offer of admission will automatically stand cancelled and the seat will be offered to the next eligible candidate on the panel.

In case candidate wish to withdraw admission, they can do so on or before 11 June 2021. After that only security amount will be refunded.

Contacts for any further clarification

<table>
<thead>
<tr>
<th>Name</th>
<th>Ph.</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prof. Amlendu Kumar Dubey (Admission Coordinator)</td>
<td>011-26597619</td>
<td>12 to 31 July 2021*</td>
</tr>
<tr>
<td>Mr. Atul Vyas, Joint Registrar (Academics)</td>
<td>011-26591737</td>
<td>09 August 2021*</td>
</tr>
<tr>
<td>Mr. Vimal Kumar (Admission Office)</td>
<td>011-26597034</td>
<td></td>
</tr>
<tr>
<td>Department’s Office</td>
<td>011-26591171</td>
<td></td>
</tr>
</tbody>
</table>

* Subject to change. Please keep checking date on (https://home.iitd.ac.in/academic-calendar.php).

Please submit the required documents (see #1 in Annexure) on the online portal (see #7 in Annexure).

Encl: - Annexure giving details of the terms of admission
- Proforma of Medical fitness certificate
- Format of OBC Certificate
- Format of EWS Certificate

(Prof. Amlendu Kumar Dubey)
Admission Coordinator
Annexure

1. Your Admission is **provisional** subject to: (Please tick the relevant column):
   (i) Submission of self attested copies of the qualifying **Degree Certificate and Mark Sheets** showing the required % of marks/CGPA by 31/07/2021*
   (ii) Submission of proof of having appeared/passed in the qualifying degree examination by 31/07/2021*
   (iii) Submission of self attested copies of OBC/ EWS/ SC/ ST/PH Certificate by 31/07/2021*
   (iv) Submission of **Relieving Certificate** from Employer by 31/07/2021*
   (v) Submission of self attested copies of CAT score card by 31/07/2021*
   *Subject to change. Please keep checking date of Registration on [https://home.iitd.ac.in/academic-calendar.php](https://home.iitd.ac.in/academic-calendar.php).

2. You must write the Application No. (in place of Entry Number) indicated above while depositing the dues. You are also advised to write Entry Number (to be provided)/Application No. in all the relevant form to be filled by you in the future.

3. It is expected that you have good general physique. You will have to produce a certificate to that effect in the prescribed format (copy enclosed). The admission is subject to your being found medically fit.

4. You will be required to give an undertaking to the effect, *inter alia*, that you would not leave the programme midway or appear in any competitive examination etc., without the prior permission of the Institute.

5. You will be governed by the Rules and Regulation of the Institute in force from time to time.

6. **Note**: This offer of admission does not guarantee on-campus accommodation

   There is an acute shortage of hostel rooms owing to the growing student population. In view of this, we regret to say that you will have to arrange for your own accommodation.

   However, the Institute would make every effort to provide on-campus accommodation, on request and subject to availability, to full-time MBA female students who are not resident within 12 km of IIT Delhi Campus and full-time MBA students with special needs who are not resident within 12 km of IIT Delhi Campus. The details of eligibility and process of application/allotment will be available on the link [http://www.iitd.ac.in/content/hostel-management](http://www.iitd.ac.in/content/hostel-management). For any query in this regard, you may please contact Office of Dean, Student Affairs (Email: deansa@admin.iitd.ac.in, Tel. 011-26591706)

7. You must submit your documents and attend online Orientation on dates as per Schedule to be notified through the Institute Webpage ([https://home.iitd.ac.in/pg-admissions.php](https://home.iitd.ac.in/pg-admissions.php)). If for unavoidable circumstances, you cannot do so by the given dates, you may, with the prior permission of Dean Academics, approved in writing, register until the last date of Late registration for Semester I, 2021-22, given on the Institute calendar ([https://home.iitd.ac.in/academic-calendar.php](https://home.iitd.ac.in/academic-calendar.php)). Failing this permitted “late registration”, the offer of admission would automatically stand cancelled, even if you have already paid the Institute and/or Hostel dues. **Please note that the Semester 1, 2021-22 will be conducted in online mode as decided by the Senate in view of the ongoing COVID-19 pandemic.**

   **Owing to the evolving situation due to the COVID-19 pandemic, it is possible that there may be modifications to the previously announced calendar. You are requested to keep track of the IIT Delhi website for updates on this issue. Communication via email will also go to you from IIT Delhi.**

8. You will be required to renew your registration every semester which is done centrally, normally in July and December every year. On your failure to do so, your registration as Institute Student will stand terminated.

9. You are required to open an Account with the State Bank of India/Canara Bank and intimate your Account number to the D.R. (Accounts).

10. In case, you have already been selected for admission in any other Deptt./Centre/ School/ Programme of this Institute, you will have to resign from the Deptt./Centre/School/Programme before joining this Deptt./Centre/School/Programme.

11. In view of the prevailing COVID-19 situation, IIT Delhi would follow regulations and guidelines laid out by the Central and State Government, with an intention of maintaining safety of all concerned in hostels, classrooms, laboratories, etc. Guidelines for this may be released by Institute Administration from time-to-time, and whatever is relevant to incoming students will be intimated to you.

   IIT Delhi expects all incoming students to follow these norms strictly, and adhere to the obligations and safety protocols. You are also requested to check the Institute website periodically for updates on this.
FORM-OBC-NCL

OBC-NCL Certificate Format

FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES (NCL) APPLYING FOR ADMISSION TO CENTRAL EDUCATIONAL INSTITUTIONS (CEIs), UNDER THE GOVERNMENT OF INDIA

This is to certify that Shri/Smt./Kum* __________________________ Son/ Daughter* of Shri/Smt.* __________________________ of Village/ Town* __________________________ District/Division* __________________________ in the State/Union Territory____________________________ belongs to the __________________________ community that is recognized as a backward class under Government of India**, Ministry of Social Justice and Empowerment’s Resolution No. __________________________ dated ______________ ***

Shri/Smt./Kum. __________________________ and/or _________________ his/her family ordinarily reside(s) in the____________________________ District/Division of the __________________________ State/Union Territory. This is also to certify that he/she does NOT belong to the persons/sections (Creamy Layer) mentioned in Column 3 of the Schedule to the Government of India, Department of Personnel & Training O.M. No. 36012/22/93 Estt. (SCT) dated 08/09/93 which is modified vide OM No. 36033/3/2004 Estt.(Res.) dated 09/03/2004, further modified vide OM No. 36033/3/2004 Estt. (Res.) dated 14/10/2008, again further modified vide OM No.36036/2/2013 Estt (Res) dtd. 27/05/2013 and O.M. No. 36033/1/2013-Estt. (Res.) dated 13.09.2017.

District Magistrate / Deputy Commissioner / Any other Competent Authority

Dated:

Seal

1. Please delete the word(s) which are not applicable.
2. As listed in the Annexure (for FORM OBC NCL)
*** The authority issuing the certificate needs to mention the details of Resolution of Government of India, in which the caste of the candidate is mentioned as OBC.

NOTE:

a) The term ‘Ordinarily resides’ used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.
b) The authorities competent to issue Caste Certificates are indicated below:
   (i) District Magistrate/ Additional Magistrate/ Collector/ Deputy Commissioner/ Additional Deputy Commissioner/ Deputy Collector/ Ist Class Stipendiary Magistrate/ Sub Divisional magistrate/ Taluka Magistrate/ Executive Magistrate/ Extra Assistant Commissioner (not below the rank of Ist Class Stipendiary Magistrate).
   (ii) Chief Presidency Magistrate / Additional Chief Presidency Magistrate / Presidency Magistrate.
   (iii) Revenue Officer not below the rank of Tehsildar’ and
   (iv) Sub Divisional Officer of the area where the candidate and/or his family resides
## ANNEXURE for FORM OBC NCL

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Resolution No.</th>
<th>Date of Notification</th>
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<td>1</td>
<td>No.12011/68/93 BCC(C)</td>
<td>13.09.1993</td>
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<td>2</td>
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<td>24.05.1995</td>
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<td>4</td>
<td>No.12011/96/94 BCC</td>
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<td>5</td>
<td>No.12011/44/96 BCC</td>
<td>11.12.1996</td>
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<td>30.07.2010</td>
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<td>18.08.2010</td>
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<td>No.12015/15/2008-BCC</td>
<td>16.06.2011</td>
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<tr>
<td>21</td>
<td>No.12015/13/2010-BC-II</td>
<td>08.12.2011</td>
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</tbody>
</table>
Government of___________
(Name & Address of the authority issuing the certificate)

INCOME & ASSESSMENT CERTIFICATE TO BE PRODUCED BY ECONOMICALLY WEAKER SECTIONS

Certificate No__________

Date:________

VALID FOR THE YEAR__________

This is to certify that Shri/Smt./Kumari ________son/daughter/wife of _________permanent resident of _______, Village/Street _______ Post Office_______ District______ in the State/Union Territory______ Pin Code___ whose photograph is attested below belongs to Economically Weaker Sections, since the gross annual income* of his/her family** is below Rs. 8 lakh (Rupees Eight Lakh only) for the financial year___________. His/her family does not own or possess any of the following assets***:

I. 5 acres of agricultural land and above;
II. Residential flat of 1000 sq. ft. and above;
III. Residential plot of 100 sq. yards and above in notified municipalities;
IV. Residential plot of 200 sq. yards and above in areas other than the notified municipalities.

2. Shri/Smt./Kumari ____________belongs to the________ caste which is not recognized as a Scheduled Caste, Scheduled Tribe and Other Backward Classes (Central List)

Signature with seal of Office____________
Name______________________________
Designation_________________________

Recent Passport size attested photograph of the applicant

________________________________________

*Note 1: Income covered all sources i.e. salary, agriculture, business, profession, etc.

**Note 2: The term "Family" for this purpose include the person, who seeks benefit of reservation, his/her parents and siblings below the age of 18 years as also his/her spouse and children below the age of 18 years.

***Note 3: The property held by a "Family' in different locations or different places/cities have been clubbed while applying the land or property holding test to determine EWS status.
Annexure – D

MEDICAL CERTIFICATE

MEDICAL EXAMINATION REPORT
(To be filled and signed by the candidate)

Entry No.  2  0  2  1

GENERAL EXPECTATIONS

Candidate will have good general physique with

(a). Vision : Should be normal. In case of defective vision it should be corrected to 6/9 in both eyes or 6/6 in the better eye.

(b). Hearing : Should be normal. Defective hearing should be corrected.

(c). Heart and Lungs : Should not have any abnormality and no history of mental disease or Epileptic fits.

PERSONAL HISTORY

1. Name. ______________________________________________________
2. Father/Guardian’s Name _________________________________________
3. Age __________ Year _________ Months ________ Date of Birth ________
4. Sex_______________
5. Identification Mark on the Body___________________________________ (This can be a mole, scar or birthmark)
6. Major illness/operation: ________________________________________
   (Specify nature of illness/operation)

6(a) Declaration by student: I am not suffering from any chronic illness like Epilepsy, Bronchial Asthma etc.

Signature of the Candidate
MEDICAL CERTIFICATE

MEDICAL EXAMINATION REPORT
(To be issued by a Registered Medical Practitioner)

(Item 7-19 to be filled by Medical Officer conducting the Medical examination)

7. Height___________cm. 8. Weight _____________ Kg.

   (a) Mental Disease _______ (a) Inspiration __________cm.
   (b) Epileptic fit ___________ (b) Expiration __________cm.

11. Vision with or without glass 12. Hearing____________
   (a) Right eye___________ 13. Abdomen
   (b) Left eye ____________ (a) Liver ______________
   (c) Color Blindness________ (b) Spleen____________

14. Respiratory system______ 15. Nervous system __________

16. Blood Group __________

17. Heart
   (a) Sounds__________ 18 (i) Hernia ______________
   (b) Murmur __________ (ii) Hydrocele________________

19. Any other defects ______________________________________________________________

Certified that __________________________________________________________son/daughter of
_____________________________________________________________________

a) fulfills the prescribed standard of physical fitness and is FIT for admission to
   engineering/science course.

b) does not fulfill the prescribed standard of physical fitness and is unfit/ temporarily unfit for
   admission due to following defects:

____________________________________________________________________________

Signature of the Medical Officer

Date ______________

Regn. No._________________

SEAL