

**Schedule & Documents required at the time of Reporting of candidates of B. Tech & M. Tech
at
Delhi Institute of Tool Engineering,
Okhla Industrial Area, Phase-II.**

1. Registration slip (Photocopy)/Provisional Allotment Letter of GGSIPU
2. Part Admission Fee Receipt.
3. Admit Card of JEE 2020 (Photocopy).
4. All candidates shall bring all marksheets and certificate in original from 10th (or equivalent) onwards for verification. Two sets of photocopies of certificates, attested by gazetted office or self attested is to be submitted and shall be retained by the University and institute. In the absence of mandatory documents of proof of eligibility for admission in programme, the candidatures shall be cancelled.
5. In case of students who have passed the qualifying examination through distance / open education system of any recognized University/ board / institution, the necessary documentary evidence related to the location of his/ her study centre i.e. study center proof, certificate from the University imparting open/ distance education certifying the location of the study centre.
6. Conduct and Character Certificate in original from the Head of the Institution from where the qualify examination has been passed or from Gazetted Officer (Original), not more than 6 (six) months old.
7. Physical Fitness Certificate: All the students shall be required to submit a Medical Certificate given in Part-B in Admission Brochure 2020-21 (As per Appendix 6). Please include following line in your Medical Certificate /Physical Fitness Certificate (Appendix-6) **“INDIVIDUAL IS NOT BLIND (INCLUDING COLOUR BLIND), DEAF AND/OR DUMB”**
8. Reserved Category Certificate: All reservation category candidates who are seeking admissions in reserved category in SC/ST/DEF/PWD/PH etc. must bring their reservation certificate in original along with the self attested photocopy of the certificate.
9. Undertaking by the student with respect to anti-ragging and undertaking by parent/guardian with respect of anti-ragging as Appendix-13 & 14 of (Part B) of admission Brochure for Admission Session 2020-21 available on University website.
10. Undertaking in respect of interim fees to be filled in by candidates admitted in Academic Session 2020-21 available on university website.
11. Balance fee of Rs. 34,000/- is to be paid through online mode only & Balance fee for Lateral Entry student is Rs. 36,000/-. Link is given at DITE’s website.
12. Schedule of Physical Reporting of Students is as follows:-

S.N.	Activity	Schedule
1.	Reporting of candidates to the Allotted Institute/college. After reporting to the Allotted Institute, the candidates may take a print out of Provisional Admission Letter.	On 08.12.20 (9:00 am to 5:00 pm) On 09.12.20 (9:00 am to 5:00 pm) & On 10.12.20 (9:00 am to 2:00 pm)

13. All the candidates are advised to pay balance fee of Rs. 34,000/- or Rs 36,000/- (for lateral entry) (whichever applicable) through online mode only, after getting their documents verified at DITE.
14. Undertaking by students admitted through lateral entry if result is awaited. Students need to submit result by 31st Dec, 2020.