

**NATIONAL INSTITUTE OF TECHNOLOGY SRINAGAR**  
**HAZRATBA, SRINAGAR, KASHMIR (INDIA)-190006**

**DOCUMENTS REQUIRED AT THE TIME OF PHYSICAL REPORTING / DOCUMENT VERIFICATION**  
**FOR B. TECH. STUDENTS ADMISSION BATCH 2024**

**DATED: 10-06-2024**

Desirous students are advised to get ready the following documents which are to be submitted by the students at the time of Physical Reporting at NIT Srinagar for confirming their B.Tech provisional admission. In addition, a set of self-attested photocopies of below mentioned documents are to be submitted along with the admission form at the time of physical reporting. For verification of these documents, original documents shall have to be produced. After verification, original documents will be returned back to the students **except Migration Certificate, Character Certificate, EWS / OBC-NCL Certificate, Annual Family Income Certificate.**

1	Downloaded Admit Card of JEE (Mains 2024).	9	Class 10th (High School) Board Certificate as proof of DOB / Marks Certificate of 10th Class.
2	Downloaded NTA Score Card JEE (Mains) 2024.	10	Marks Certificate of 12th Class (Qualifying Examination).
3	Downloaded Registration-cum-locked choices for Seat Allotment	11	Migration Certificate OR Transfer Certificate from the Institution last attended.
4	Downloaded Provisional Seat Allotment Letter.	12	Character Certificate from the Institution last attended.
5	Document Verification-cum-Seat Acceptance Letter issued by Reporting Centre (RC) In-charge	13	Latest Coloured Passport Size Photograph 12 Nos with Light Blue Background in A Formal Dress.
6	Proof of seat acceptance fee payment.	14	Scanned photograph with light blue background [size 2 inch x 2 inch (192 px x 192 px maximum 100 kb)] and soft copy of signature on white paper to be carried in pen drive.
7	Physical Reporting Letter (to be issued by the reporting centre)	15	Medical Certificate as per JOSAA format available at <a href="http://www.josaa.nic.in">www.josaa.nic.in</a>
8	Photo ID Card as per Govt. India Norms (Aadhar, Voter ID, PAN Card, Passport OR Driving License).		

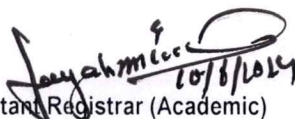
**1. Annual Income Certificate of Parents will be considered for tuition fee waiver subject to the following:**

a)	Tuition fee waiver is applicable as per MHRD OM F.No 33-4/2014 -TS- III Dated 24 <sup>th</sup> June 2016. Students with parents / guardian annual income below 1 Lac and between 1 to 5 Lac income slab category have to produce annual family Income Certificate of their parents / guardian (in original) and it should must have been issued on or after 1st April 2024 <b>duly signed by the competent authority as mentioned in the attached Annexure-I.</b>
b)	The Income certificate as specified above is applicable for B.Tech. students who belong to Gen/OBC-NCL/ EwS category only for tuition fee waiver under rules.
c)	Students belong to SC /ST / PwD category need not to submit income certificate of their parents because they are exempted from tuition fee.
d)	Students having income of parents/guardian above 5 lac income category need not to submit any income certificate as there is no tuition fee exemption for such students.
e)	Students are requested to bring the English translated copy of the income certificate in case it has been issued by the competent authority in other than English language.
f)	No income certificate shall be entertained for tuition fee waiver after completion of admission process of admission batch 2024-2028.
g)	Semester tuition fee once fixed at the time of physical reporting / admission cannot be changed in the subsequent semesters.
h)	Students are required to submit the application form for tuition fee waiver / remission (if applicable) as attached below.
i)	Students are required to submit the income certificate affidavit (format attached) in addition to the Income Certificate issued by the competent authority.

**2. Category Certificate [SC/ ST / GEN-EWS / PwD / OBC-NCL] should be strictly as per JOSAA format available at [www.josaa.nic.in](http://www.josaa.nic.in)**  
**Note: In case of OBC-NCL / GEN-EWS (if any) the Certificate must have been issued on OR After 1st April 2024 duly signed by the competent authority not below the rank of Tehsildar.**

The SC/ST/OBC-NCL candidates of Maharashtra State have to produce their caste validity certificate as per the format of JOSAA/CSAB 2024.

**3. Affidavit for Anti-Ragging ( format attached) duly signed by 1<sup>st</sup> Class Magistrate to be submitted in Hostel Office.**

  
Assistant Registrar (Academic)

  
Dean Academic Affairs  
डीन शैक्षणिक कार्य  
राष्ट्रीय प्रौद्योगिकी संस्थान श्रीनगर  
हज़रतबा-१९०००६, जम्मू और कश्मीर, भारत  
Dean Academic Affairs  
National Institute of Technology Srinagar  
Hazratbal-190006, J&K, India



# Annexure-I

## NATIONAL INSTITUTE OF TECHNOLOGY SRINAGAR HAZRATBA, SRINAGAR, KASHMIR (INDIA)-190006

### Family Income Certificate Issuing Authority In Various States / Union Territories.

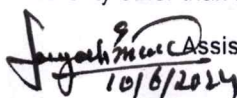
Income Certificate (Used For Tuition Fee Wavier At The Time Of Provisional Admission-2024 For B. Tech. Programme)

Income Certificate Must Be Issued on or After 01-04-2024 by the Competent Authority.  
(Financial Year 2023-2024, Assessment Year 2024-25)

### NO INCOME CERTIFICATE SHALL BE ENTERTAINED FOR TUITION FEE WAIVER AFTER COMPLETION OF ADMISSION PROCESS.

Sl. No	State / Union Territory	Income Certificate Issuing Authority
1.	Addaman & Nicobar	Tehsildar
2.	Andhra Pradesh	Tehsildar
3.	Arunachal Pradesh	District Magistrate & Collector
4.	Assam	Revenue Circle Officer
5.	Bihar	Circle Officer of Circle Office
6.	Chandigarh	Sub. Divisional Magistrate
7.	Chhattisgarh	Naib Tehsildar
8.	Dam & Die & Dadra & Naghar Haveli	Mamiatdar, Daman and Mamiatdar, Diu.
9.	Delhi	SDM of Govt. of NCT of Delhi
10.	Goa	Mamiatdar of all Taluks
11.	Gujrat	District Collector / Dy. Collector / Asstt. Collector / Prant Officer / Mamiatdar
12.	Haryana	CRO (Tehsildar / Naib Tehsildar concerned)
13.	Himachal Pradesh	Tehsildar of Revenue Department
14.	Jammu & Kashmir	Sub-Divisional Magistrate (not below the rank of Tehsildar)
15.	Jharkhand	Sub-Divisional Officer in each District.
16.	Karnataka	Tehsildar
17.	Kerala	Village Officer
18.	Lakshadweep	Deputy Collectors in Agatti and Minicoy and SDOs in the remaining Islands.
19.	Madhya Pradesh	Tehsildar / Naib Tehsildar
20.	Maharashtra	Tehsildar
21.	Manipur	District Authorities ie, DC/ADC/SDO (nor below the rank of SDO/SDM)
22.	Meghalaya	The employer in the case of Government Employee and by P/MLA/DC/SDO Civil in case of others.
23.	Mizoram	District Magistrate or any other Officers authorized by District Magistrate
24.	Nagaland	Dy. Commissioners, Addl. D.C and Sub-Divisional Officers
25.	Odisha	Revenue Officer
26.	Punjab	CRO (Tehsildar / Naib Tehsildar Concerned)
27.	Pondicherry	Tehsildar / Deputy Tehsildar
28.	Rajasthan	Tehsildar
29.	Sikkim	Special Executive Magistrate(Block Development Officer, Rural Management and Development Department)
30.	Tamil Nadu	Zonal Deputy Tehsildar
31.	Tripura	Deputy Commissioner of Respective Districts
32.	Uttar Pradesh	Tehsildar
33.	Uttaranchal	Tehsildar / SDM / City Magistrate
34.	West Bengal	1. District Magistrate or District Level Additional District Magistrate 2. Sub-Divisional Officer – Sub-Divisional Level of the concerned 3. BDO- Block level of the concerned blocks 4. The Collector, Kolkata – Kolkata Municipal Corporation 5. The Collector, Kolkata- Students residing within Civil Jurisdiction of Hon'ble High Court, Kolkata 6. Other areas covered in Kolkata Police are concerned, i.e areas over which collector Kolkata does not exercise jurisdiction – concerned District Magistrate or any other officer authorized by the District Magistrate of the respective district, i.e South 24 Parganas and North 24 Parganas.

**Note:** Students are requested to bring the English translated copy of the income certificate in case it has been issued by the competent authority other than in English language.

  
Assistant Registrar (Academic)  
10/6/2024

  
Dean Academic Affairs  
National Institute of Technology Srinagar  
HAZRATBA, SRINAGAR, KASHMIR (INDIA)-190006



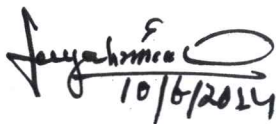


**राष्ट्रीय प्रौद्योगिकी संस्थान श्रीनगर**  
**NATIONAL INSTITUTE OF TECHNOLOGY SRINAGAR**  
Hazratbal, Kashmir (J&K)-190006

APPLICATION FORM FOR TUITION FEE WAIVER / REMISSION, APPLICABLE FOR BTECH. STUDENTS  
ADMISSION BATCH 2024-28.

1.	Name of Applicant	
2.	Institute Roll No.	
3.	Category	Open / OBC – NCL / Open – EWS
4.	E-mail ID	
	Mobile No.	
5.	i) Name of the Father	
	ii) Father's Occupation	
6.	i) Name of the Mother	
	ii) Mother's Occupation	
7.	Present Postal Address	
8.	<b>ANNUAL INCOME OF FAMILY</b>	
	i) Father's Gross Annual Income	Rs.
	ii) Mother's Gross Annual Income	Rs.
	iii) Annual income from other sources if any (i.e., Investment in bank / Post office/UTI/LIC/share/Debenture/Land property income in the student's name, etc. If any to be mentioned)	Rs.
	Total of 8 (i) + (ii) + (iii) above	Rs.
	<b>Total (in words)</b>	
9.	The income certificate issued by which State Government or UT.	
10.	Income Certificate issued Authority.	
11.	Income Certificate No and Date	

I hereby declare that the above information is true to my best knowledge and that I have not suppressed any facts to claim tuition fee remission / waiver from National Institute of Technology Srinagar. If, at any stage, the information/statement given above is found false/incorrect, my candidature will automatically be rejected, and I will pay the entire tuition fee to the Institute immediately.

  
10/6/2024

  
10/06/2024

Signature of the student

(With date)

डीन शैक्षणिक कार्य  
राष्ट्रीय प्रौद्योगिकी संस्थान श्रीनगर  
हज़रतबल-१९०००६, जम्मू और कश्मीर, भारत  
Dean Academic Affairs  
National Institute of Technology Srinagar  
Hazratbal-190006, J&K, India



**राष्ट्रीय प्रौद्योगिकी संस्थान श्रीनगर**  
**NATIONAL INSTITUTE OF TECHNOLOGY SRINAGAR**  
Hazratbal, Kashmir (J&K)-190006

**INCOME CERTIFICATE AFFIDAVIT**

I, \_\_\_\_\_ (Name of Father/Mother/Guardian) age \_\_\_\_\_ year Indian citizen residing at \_\_\_\_\_ (Full Address) inform that my son/daughter \_\_\_\_\_ (Full Name) have been provisionally admitted to **NATIONAL INSTITUTE OF TECHNOLOGY SRINAGAR** do hereby state and declare on solemn affirmation as under:

1. That my ward is taking admission claiming the tuition fee waiver/remission against the Income Certificate bearing No \_\_\_\_\_ dated \_\_\_\_\_ submitted by me duly issued by the competent authority (Government of \_\_\_\_\_).
2. The Certificate submitted by me includes the annual income of all my family members during the financial year **2023-2024**.
3. I shall inform NIT Srinagar in case my income exceeds the prescribed limits for seeking exemption in tuition fees as notified by Govt. of India vide **F. No. 33-4/2014-TS.III dated 24<sup>th</sup> June, 2016 & F.No. 33-4/2014-TS.III dated 2<sup>nd</sup> July, 2016**.
4. I hereby solemnly affirm and undertake that the Income Certificate submitted is true and correct as per the norms of State Government /UT. In case the Income Certificate is found untrue/false at any point of time, I am aware that I have to pay the full fees with penalty as imposed by the Institute. I am also aware that the Institute can take any disciplinary action against my ward and that shall be acceptable to me.
5. I am making this Affidavit to produce the same before the National Institute of Technology Srinagar to indicate the Income Certificate submitted for tuition fee exemption/remission for the academic year **2024-2025**

Date:

Place:

DEPONENT

(Father/Mother/Guardian)

**Note:** Its mandatory to submit this affidavit in the above format, on **Rs. 100/- Non-Judicial stamp paper** for claiming waiver of tuition fee. Income certificate will be accepted only if it is issued by the competent authority on or after 1<sup>st</sup> April 2024.

*[Signature]*  
16/6/2024

*[Signature]*  
15/06/2024  
डीन शैक्षणिक कार्य  
राष्ट्रीय प्रौद्योगिकी संस्थान श्रीनगर  
हज़रतबल-190006, जम्मू और कश्मीर, भारत  
Dean Academic Affairs  
National Institute of Technology Srinagar





राष्ट्रीय प्रौद्योगिकी संस्थान श्रीनगर  
NATIONAL INSTITUTE OF TECHNOLOGY, SRINAGAR  
डीन छात्र कल्याण कार्यालय  
OFFICE OF DEAN STUDENTS' WELFARE  
हजरतबल, श्रीनगर, जम्मू-कश्मीर, 190006, भारत  
Hazratbal, Srinagar Jammu and Kashmir, 190006, INDIA

नं./No: NIT/DSW/2024/411  
दिनांक/Dated: 11-06-2024

**डीन अकादमिक मामले | Dean Academic Affairs**  
**एनआईटी श्रीनगर | NIT Srinagar**

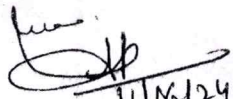
कृपया दो अंडरटेकिंग फॉर्म की प्रतियां संलग्न करें जिन्हें आगामी बैच 2024 के छात्रों को अपनी पंजीकरण प्रक्रिया के दौरान पूरा करके जमा करना होगा।

इसके अलावा, मेरा अनुरोध है कि इन फॉर्मों को संस्थान की वेबसाइट पर भी अपलोड किया जाए।

Please find attached herewith the copies of the two undertaking forms that need to be completed and submitted by the students of the upcoming Batch 2024 during their registration process.

Moreover, I kindly request that these forms may also be uploaded on the institute's website. *There are in addition to anti ragging undertaking forms.*

*Soft copy to be send separately.*

  
11/06/24  
डीन छात्र कल्याण /  
Dean Students Welfare

## Parental Undertaking for Resident

I, \_\_\_\_\_ as the  
parent/guardian of \_\_\_\_\_,  
bearing Enrollment/Registration No \_\_\_\_\_ certify the following:

- 1) My ward shall follow the timings of the institute amended from time to time.
- 2) My ward shall not go outside the institute premises for any night stays of any form.
- 3) My ward shall abide by the consent rules for activities/picnics/events on off days/holidays, and take full responsibility for any incidents/accidents during these times. Night stays are not permitted.
- 4) My ward shall not insist the institute administration for going out of the Campus for picnics etc. on working days.
- 5) My ward shall comply with the hostel allotment/cancellation rules as amended.
- 6) My ward shall not engage in Public Display of Affection.
- 7) My ward shall refrain from involvement in conflicts and approach higher authorities for resolution.
- 8) My ward shall not use banned/contraband substances, alcohol, or smoke within the hostel/institute.
- 9) My ward shall follow the laundry rules and regulations as amended.
- 10) My ward shall not create disturbances such as noise or bursting firecrackers in the hostel/institute.
- 11) My ward shall not cook or use cooking appliances in the hostel.
- 12) My ward shall not damage hostel/institute property.
- 13) My ward shall not commit theft or steal goods from institute members.
- 14) My ward shall be responsible for the loss of my belongings and cash in the hostel/institute, and report such incidents to the authority.
- 15) My ward shall not provide false information to the institute.

### Declaration and Agreement

I hereby declare and agree that I have read and understand all the points listed above. If my ward is found involved in any of the given points above, he/she may be punished as per the rules and regulations of the institute, which may include a financial penalty from Rs 500 to Rs 20000, temporary or permanent debarment from the hostel, and expulsion from the institute.

Parent/Guardian Signature: \_\_\_\_\_

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



## Undertaking by the Candidate/Resident

I, \_\_\_\_\_ S/o, D/o of  
Mr./Ms./Mrs. \_\_\_\_\_ bearing Enrollment/Registration  
No \_\_\_\_\_ certify that I shall adhere to the following conditions:

1. I shall follow the institute's timings as amended from time to time.
2. I shall not go outside the institute premises for any night stays.
3. I shall abide by the consent rules for activities/picnics/events on off days/holidays, and take full responsibility for any incidents/accidents during these times. Night stays are not permitted.
4. I shall not insist the institute administration for going out of the Campus for picnics etc. on working days.
5. I shall comply with the hostel allotment/cancellation rules as amended.
6. I shall not engage in Public Display of Affection.
7. I shall refrain from involvement in conflicts and approach higher authorities for resolution.
8. I shall not use banned/contraband substances, alcohol, or smoke within the hostel/institute.
9. I shall follow the laundry rules and regulations as amended.
10. I shall not create disturbances such as noise or bursting firecrackers in the hostel/institute.
11. I shall not cook or use cooking appliances in the hostel.
12. I shall not damage hostel/institute property.
13. I shall not commit theft or steal goods from institute members.
14. I shall be responsible for the loss of my belongings and cash in the hostel/institute, and report such incidents to the authority.
15. I shall not provide false information to the institute.

### Declaration and Agreement

I have read and understood all the above points. If found in violation, I am aware of the potential penalties, which may include a financial penalty ranging from Rs 500 to Rs 20000, temporary or permanent debarment from the hostel, and expulsion from the institute.

Candidate/Resident Signature: \_\_\_\_\_

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

# UNDERTAKING BY PARENT/GAURDIAN

## FORM – B

I, -----

F/o. M/o. G/o-----

have carefully read and fully understood the law prohibiting ragging and the directions of the Supreme Court and the Central/State Government in this regard as well as the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009.

I assure you that my son/ daughter/ ward will not indulge in any act of ragging.

I hereby agree that if he/she is found guilty of any aspect of ragging, he /she may be punished as per the provisions of the UGC Regulations mentioned above and/or as per the law in force.

Signed this \_\_\_\_\_ day of \_\_\_\_\_ month of \_\_\_\_\_ Year

Signature:-

Name:

Address:



# UNDERTAKING BY THE CANDIDATE/STUDENT

## FORM --C

1. I, \_\_\_\_\_  
S/o. D/o. of Mr. /Mrs./Ms. \_\_\_\_\_  
have carefully read and fully understood the law prohibiting ragging and the directions of the Supreme court and the Central/State Government in this regard.
2. I have received a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher educational institutions, 2009, and have carefully gone through it.
3. I hereby undertake that
  - I will not indulge in any behavior or act that may come under the definition of ragging.
  - I will not participate in or abet or propagate ragging in any form.
  - I will not hurt anyone physically or psychologically or cause any other harm.
4. I hereby agree that if found guilty of any aspect of ragging, I may be punished as per the provisions of the UGC Regulations mentioned above and/or as per the law in force.
5. I hereby affirm that I have not been expelled or debarred from admission by any Institution.

Signed this-----day of-----month of-----year

Signature:

Name:

address: