

ADMISSION PROCEDURE

Delhi Technological University will hold online counselling for admission to 1st year B.Tech. (Full-time) strictly based on All India Rank in AIEEE –2012 for Indian students and based on SAT-II (physics, Maths level-II) score for NRI, FN, PIO candidates. For registration process for NRO/FN/PIO candidates, Please see the “Guidelines for NRI/FN/PIO admissions” available on this website.

COUNSELLING FEE DEPOSIT TILL 18TH JUNE 2012

1. **Counselling Fee:** To participate in online counselling, every candidate, irrespective of his/her category, will have to deposit a nonrefundable counselling fee of Rs.1000/- plus bank charges as applicable (in cash only) in any branch of State Bank of India. NRI/FN/PIO candidates are not required to pay registration fee through bank challan. They are required to deposit a Demand Draft of Rs 1000 (in favour of Registrar, Delhi Technological University, payable at New Delhi) towards the registration fee on 27-06-2012 when they report at DTU for document verification.

Fee deposit challan can be downloaded from <http://www.dtuadmissions.nic.in>. Only those candidates will be able to participate in online counseling process, who have deposited the counselling fee through the above bank challan. Counselling fee should be deposited upto 18th June 2012 at the State Bank of India. No other mode of payment will be accepted.

ONLINE REGISTRATION AND CHOICE FILLING FROM 20th TO 25TH JUNE 2012

2. **Online Registration:** Having paid the counselling fee, the candidate shall log on to <http://www.dtuadmissions.nic.in> where the registration form shall be displayed on the screen with the following parameters mandatory for successful registration i.e., AIEEE Roll No., AIEEE All India Rank, Candidate Name, Date of Birth and Bank Journal Number (issued by the Bank). NRI/FN/PIO category candidates can register without paying registration fee through Bank Challan.
3. If all the above five parameters have correctly been entered and found true, then a new registration screen will appear and Candidate may register himself/herself.
4. Candidate shall be required to fill in basic details, which shall be used for filling of choices of branches and allotment of seat using the candidate's "User ID" which is his/her AIEEE Roll No. and "Password" as generated by the candidate.
5. After successful registration, he/she will get a confirmation message on the same page. In case the confirmation message is not displayed the candidate has to re-register himself/herself.

6. It is in the interest of Candidates to remember their Password and keep it highly confidential, to avoid misuse by another candidate, for which DTU shall not be responsible.

7. **Candidate has to take the print out of the registration form and get attested from the Principal, School/College last attended/Gazetted Officer. It has to be submitted at the time of admission.**

8. **FILLING OF CHOICES**

(a) After successful login, candidate's homepage is opened and following options are displayed:

Registration Details: Registration Detail is important for seat allotment and should be filled very carefully.

Edit Registration: Any mistake can be corrected in the above through "Edit Registration" option only if the candidate has not locked his choices.

Available Choices: The list of branches available for admission shall be displayed

Fill Choices: The candidate can fill the branches of his/her choice in order of preferences. It is in the interest of the candidate to fill maximum available choices.

a) **Display filled choices:** Choices entered by the Candidate will be displayed on different form so that he/she can check the already entered information. **Candidates are advised to fill maximum number of choices to increase their chances of early seat allotment. Once admitted, their branch will be upgraded automatically during each round of counselling.**

(b) **Locked Choices:** Candidate can lock the choices by pressing the 'Lock' button, and then candidate has to give his/her password for confirmation. **Once the choices are locked, it cannot unlock and hence preferences of the branches cannot be changed.**

(c) **Candidate has to take the print out of the filled choices after locking the choices and get signed by him/her. It has to be submitted at the time of admission.**

(d) **Allotment of seat:** After the choice filling period is over, all filled choices of all registered candidates will be considered for allotment of seats as per merit (AIEEE All India Rank) and category of the candidate.

9. **Display of the list of Provisionally Selected Candidates:** The first list of provisionally selected candidates shall be declared as per schedule given on this website. Subsequent list of allotment shall be displayed as per the schedule. The selected candidate can take printout of provisional allotment letter from the website, **<http://www.dtuadmissions.nic.in>**. Allotment of seats is purely provisional and is subject

to verification of original certificates and payment of institute fee etc, at the time of reporting to DTU.

10. Candidates are required to report for admission at DTU on the date specified (as per the counseling schedule) along with fee and the original documents/testimonials/certificates (for documents detail, please see “Documents required at the time of Admission” link). **If candidate does not report within the specified period and required original documents/testimonials/certificates, his/her allotted seat shall be cancelled and the candidate shall not have any claim on the seat, whatsoever.**

11. If a candidate refuses to take admission in the allotted branch at the time of admission, he/she will not be considered in next phase of admission. Only admitted candidates will be considered for upgradation of branches.

Only one chance for admission will be given to the candidates.

12. A candidate, who has been admitted to a Branch other than his/her first choice, will automatically be upgraded, as per his/her merit in AIEEE-2012, to a Branch of his/her higher preference as indicated in his/her online application submission. The list of the students with upgraded Branches will be displayed at website i.e. <http://www.dtuadmissions.nic.in> periodically.

13. IMPORTANT: All Candidates who have not been allotted any seat till Third Round but willing to participate in next round of counselling are required to mark their **PHYSICAL ATTENDANCE** at DTU on 20th and 21st July 2012. Candidates or their representative are to report physically on 20th and 21st July 2012 at DTU (as per the schedule displayed on admission website) for participating in the next round of counselling. In case the candidate or his representative does not report physically on the above mentioned date then he would not be eligible for the next round of the counselling.

14. Freezing: In case a candidate desires to continue in the branch allotted to him/her at the time of admission or a subsequent upgradation, other than his/her higher preference indicated in his/her application then he/she must submit, a request in writing to the Chairman, B.Tech. Admission Committee on the day of admission/allotment of branch for freezing the same. Similarly a branch once upgraded in a particular round of counseling may be freezed **only on the days of reporting of that round.**

15. The detailed instructions about the online counselling shall be available on the website <http://www.dtuadmissions.nic.in> Candidates are advised to go through the details thoroughly at this site before registration.