

Office of JEE (Advance)
Indian Institute of Technology (Indian School of Mines) Dhanbad

10.07.2019

Details of Dates / Documents required / Fees to be paid at the time of admission for the 2019 - 20 Session of all candidates admitted through JEE (Advanced) in 4-Yr. B. Tech and 5-Yr. Integrated M.Tech Courses. **The procedure is same for Preparatory students as well.**

1. Date, Time & Venue of Reporting

Date: 24th July, 2019 (Wednesday)

Reporting Time: 9.00 AM

Venue: Student Activity Center (SAC), IIT (ISM) Dhanbad

The candidate has to report in person as per schedule.

Delayed reporting without prior approval from the Competent Authority will not be accepted for admission

2. **Fees to be paid:** The balance fee should be paid through online mode from **21.07.2019** onwards. The link of online fee payment is: <https://www.onlinesbi.com/sbicollect/icollecthome.htm?corpID=272342>

2.1 Fees to be paid (in Rupees)

Category	Tuition Fees	Other Fees*	JoSAA Processing Fee	Total Fees	Seat acceptance Fee paid	Balance fee
GEN/GEN-EWS /OBC-NCL	1,00,000	41,470	1,500	1,42,970	35,000	1,07,970
SC/ST/PwD	0	41,470	1,500	42,970	15,000	27,970

2.2 For students with low family income [GEN/GEN-EWS/OBC(NCL) only]**

Income Category **	Tuition Fees	Other Fees*	JoSAA Processing Fee	Total Fees	Seat acceptance Fee paid	Balance fee
Below 1.00 Lakh	0	41,470	1,500	42,970	35,000	7,970
Above 1.00 Lakh and below 5.00 lakhs	33,333	41,470	1,500	76,303	35,000	41,303

* Other Fees include **hostel mess fee advance** of Rs. 15000.00 (For detail break-up of other fees, you may visit: https://www.iitism.ac.in/uploads/news_events/admin/22-05-2019-05:05:57_notices.pdf)

** For tuition fee concession/ waiver, (only for GEN/GEN-EWS/OBC-NCL) the candidate will be required to submit prescribed requisite documents at the time of admission for verification. In case, fee waiver documents/ income certificate are not found in order, the candidates will be required to pay remaining fee at the time admission through internet banking. The students are advised to come prepared with adequate bank balance with internet banking facility for online payment of remaining fees, if required. **Any other mode of payment viz. cash, cheque, credit card etc. will not be accepted.**

3. Different STAGES of Admission:

THINGS TO BE DONE BEFORE REACHING TO IIT (ISM) DHANBAD	
Stage 1 : Fee Payment	<ul style="list-style-type: none"> • All students are required to pay the Balance Payable Fee as given in Table 2.1 and 2.2, through online payment of SBI Collect. • The portal for fee payment will be available from 21.07.2019 onwards. • Take printout of payment receipt. You need to submit a copy this at the time of admission. • Without payment of required amount of fee you cannot complete the next stages.
Stage 2: Online Registration	<ul style="list-style-type: none"> • All students will be required to register online by filling up their information and fee payment details. • The registration portal will be available in the IIT (ISM) Dhanbad Website (https://www.iitism.ac.in) from 21.07.2019 onwards. • The candidates are requested to take a print out of the registration form and submit the same duly signed at the time of admission. • On successful completion of online registration, you will be provided with the Admission no (Roll no.) and Hostel room no. • Without online registration your admission process cannot be started.
Stage 3: Online Filling of Anti-Ragging Affidavit	<ul style="list-style-type: none"> • Anti-ragging affidavit duly signed by the candidate and his/her parents/guardians. • The students have to fill online affidavit form as available at: http://www.antiragging.in/Site/Affidavits_Registration.aspx • The procedure for filling undertaking is available at: http://www.antiragging.in/upload/Infopack/AntiRagging_HowToFillUndertaking.pdf. • After filling this form successfully the student will receive the Student's Anti Ragging Undertaking and the Parent's Anti Ragging Undertaking in his Email. • Take print out of both the Undertakings, read them carefully and sign at designated places. • This is to be done at the beginning of every year.
Stage4: Documents	<ul style="list-style-type: none"> • List of the documents to be submitted (original/ self-attested photocopies) and the documents required for verification are given in the following section. • All candidates are requested to arrange all the DOCUMENTS in the same order as given in the CHECK LIST and keep other original testimonials ready for verification at the time of admission.
THINGS TO BE DONE AFTER REACHING TO IIT (ISM) DHANBAD	
Stage 5: Reporting To Hostel	<ol style="list-style-type: none"> 1. You may report to the hostel (Jasper Hostel for Boys and Ruby/Rosalin Hostel for Girls). 2. The hostel accommodation will be provided from 23rd July, 2019. 3. Parents/ Guardians are not allowed inside the hostel.
Stage 6: Admission	Report at Student Activity Centre (SAC), IIT(ISM) Dhanbad on 24.07.2019 with all the above documents by 9.00 AM.
Stage 7: Orientation	Orientation programmes will continue from 25.07.2019 to 28.07.2019 . All students are advised to come prepared to continue their stay at IIT (ISM), Dhanbad after admission.
Stage 8: Classes	Regular classes will commence from 29.07.2019 .

3.1 Documents to be submitted at the time of Admission:

Sl. No.	Particulars of documents	Original / Photocopy
1.	Four passport size photographs identical to the one uploaded during JEE (Main/ Advanced) 2019 registration	Original
2.	Duly filled in “ Application for fee waiver ”, with necessary supporting documents (if applicable) [Annexure – V(a), V(b) and V(c)]	Original
3.	Summary Sheet (in duplicate) (Annexure – I)	Original
4.	Check List (Annexure – II)	Original
5.	Print out of the online registration form duly signed by candidate and parents/guardians.	Self-attested copy
6.	Duly filled in Student Registration form (Annexure – III)	Original
7.	A print out of the seat/course allotment letter from JoSAA	Self-attested copy
8.	Admit card of JEE (Advanced) 2019	Self-attested copy
9.	Date of birth proof	Self-attested copy
10.	Class XII (or equivalent) board marks sheet.	Self-attested copy
11.	Class XII pass certificate	Self-attested copy
12.	Copy of photo identity card.	Self-attested copy
13.	Medical certificate [as per format given in Annexure 8 of JoSAA Business rules] signed by a registered medical practitioner.	Original
14.	Proof of seat acceptance fee payment (not necessary if fee details are printed in the document for Sl. No. 7)	Self-attested copy
15.	Proof of balance fee payment	Self-attested copy
16.	Category certificate (GEN-EWS/OBC-NCL/SC/ST), if applicable	Self-attested copy
17.	Certificate for Persons with Disabilities (PWD) (if applicable)	Self-attested copy
18.	Copy of passport of the candidate and parents (for foreign nationals), OCI certificate or PIO card (if applicable).	Self-attested copy
19.	Copy of DS certificate (if applicable)	Self-attested copy
20.	Transfer Certificate/College or School Leaving Certificate/Migration Certificate	Original
21.	Duly filled-in Insurance Declaration Form (in duplicate) (format is given in Annexure – IV)	Original

3.2 Documents to be submitted to the hostel warden at the time of reporting to the Hostel

1. Duly filled in Resident Record for Hostel form (Annexure –VI)
2. Anti-ragging affidavit duly signed by the candidate and his/her parents/guardians.
The students have to fill online affidavit form as available at:
http://www.antiragging.in/Site/Affidavits_Registration.aspx
The procedure for filling undertaking is available at:
http://www.antiragging.in/upload/Infopack/AntiRagging_HowToFillUndertaking.pdf.
After filling this form successfully the student will receive the Student's Anti Ragging Undertaking and the Parent's Anti Ragging Undertaking in his Email.
Take print out of both the Undertakings, read them carefully and sign at designated places.
This is to be done at the beginning of every year.

3.3 Documents to be produced in ORIGINAL at the time of admission (for verification only):

1. Certificate in support of proof of date of birth: Birth certificate or Secondary admit card/mark sheet/ certificate showing DOB). DOB should not be before Oct. 1, 1994 for GEN/GEN-EWS/OBC and Oct. 1, 1989 for SC/ST/PWD candidates.
2. Passed Certificate of qualifying examination (10+2): Year of passing should be on or after 2018.
3. Class XII (or equivalent) board marks sheet as proof of eligibility criteria: Candidates should be within the 20-percentile of their respective Class XII boards OR should have 75% [GEN, GEN-EWS, OBC-NCL] or 65% [SC, ST, PwD] aggregate marks, irrespective of whether they completed Class XII in 2018 or 2019.
4. Proof of Identity (Aadhar Card/Voter ID/Passport/Driving License or any other Govt. issued photo identity card).
5. Certificate of category [GEN-EWS/OBC-NCL/SC/ST]: Should be in prescribed format as given in JoSAA business rule and JEE (Advanced) Information brochure. GEN-EWS and OBC-NCL certificate should be dated on or after April 1, 2019. The OBC certificate should clearly mention that the candidate belongs to non-creamy Layer. **Failure to produce category certificate as per required format will render the candidate ineligible for the current allotted seat.**
6. Certificate for Persons with Disabilities (PWD) (if applicable). (format given in Josaa.nic.in).
7. Passport of the candidate and parents (for foreign nationals), OCI certificate or PIO card (if applicable).
8. DS certificate (format given in Josaa.nic.in)

4. Steps to be Followed during Admission Process

Step 0 Hostel Reporting	<p>On arrival at IIT (ISM) Dhanbad (if you reach before 8:30 AM on 24.07.2019)</p> <ol style="list-style-type: none"> Admission process cannot be started without ONLINE REGISTRATION. Do the online registration in the NLHC Computer Lab. (4th Floor), if not already done. Take a print out of online registration. Hostel room no. and admission number will be printed on it. You may report to the hostel (Jasper Hostel for Boys and Ruby Hostel for Girls). The hostel accommodation will be provided from 23rd July, 2019. Parents/ Guardians are not allowed inside the hostel. If you reach on 24.07.2019 after 8:30 AM, proceed for Step 1 directly.
Step 1 Reporting for Admission	<ol style="list-style-type: none"> Report in the Central Reporting Counter in the 2nd Floor of Students' Activity Centre (SAC) on 24th July, by 9:00 AM. Sign on the attendance sheet. Admission process starts from this point. Parents/Guardians are not allowed in the 2nd and 3rd Floors. Ground floor and some rooms in the 1st Floor rooms are earmarked for parents/ guardians.
Step 2 Bio-Metric Verification	<ol style="list-style-type: none"> Arrange all required documents EXACTLY in the same order as given in the CHECK LIST. Proceed for Bio-metric Verification.
Step 3 Fee Waiver Counter	<ol style="list-style-type: none"> If you wish to avail fee concession/ waiver, you have to report at the 'Counter for Fee Waiver' and submit the fee waiver forms and income certificate [Annexures V(a), V(b) and V (c)]. You also have to fill and submit an Undertaking (form will be available in this counter) signed by you and your Parent / Guardian.
Step 4 Fee Receipts Verification	<ol style="list-style-type: none"> Receipts for payment seat acceptance fee and balance admission fee will be verified in this Counter.
Step 5 Document Verification	<ol style="list-style-type: none"> Go to respective rooms in the 2nd & 3rd floor of the Student Activity Center (SAC). The rooms are specified according to the course. Get your documents verified by the Academic Section officials Meet the faculty members of the Department and get your documents verified Submit all the documents in the submission counter. Collect your copy of Summary sheet. Your Admission Process is over.
Step 6 Opening of Bank Account	<ol style="list-style-type: none"> You may proceed to open a Saving Bank Account with State Bank of India, IIT (ISM) Campus Branch. The Bank officials will be available in the Student Activity Center to facilitate the opening of accounts. Students are advised to open saving account linked with their Aadhar Card for release of any payment including Scholarship etc. as per Government directives.
Step 7 Reporting to Hostel	<ol style="list-style-type: none"> You should now report to the respective Hostel (Jasper Hostel for Boys and Ruby/ Rosalin Hostel for Girls), if not done already. Submit the copy of the Summary Sheet, filled in Hostel Registration Form and Anti-ragging affidavits to the warden of the respective hostel. Proceed to the allotted room.

List of Annexures:

Annexure I	Summary Sheet
Annexure II	Check List
Annexure III	Student Registration Form.
Annexure IV	Form for declaration of Insurance
Annexure V	Eligibility for fee concession/ waiver
Annexure V(a)	Format for undertaking by the student.
Annexure V(b)	Income Affidavit
Annexure V(c)	Schedule - A
Annexure VI	Resident Record for Hostel
Annexure VII	Extracts of relevant regulations of UGC on Ragging
Annexure VIII	List of Hotels in Dhanbad

INDIAN INSTITUTE OF TECHNOLOGY (ISM), DHANBAD – 826004

SUMMARY SHEET
(In Duplicate)

Name of Branch: _____

Name of the Student:			
JEE (Main) Application No.			
Course /Discipline:		Date of Birth	
Date of admission:	24.07.2019	Session:	2019 – 20
JEE(Adv)-2019 Roll No.		Category of Adm.	
Seat acceptance Fees	Rs.	Balance Fees	Rs.
Reference no. and date of Balance Fee payment			
JEE (Adv)-2019 CRL rank		Category Rank:	
Year of passing qualifying Exam. (10+2):		Board/Council	
Total Marks obtained& Full marks		% of marks	

Verification

Sl.	Steps	Comments	Signature of official
1.	Bio-metric verification		
2.	Submission of Certificates and Undertaking for Fee Waiver		
3.	Account Desk for Verification for Fee Payment		
4.	Document Verification by Academic Section Staff		
5.	Document Verification by the Faculty Member		

The student is admitted:_____
Signature of the Faculty member_____
Signature of the submission counter official
and stamp

INDIAN INSTITUTE OF TECHNOLOGY (ISM), DHANBAD – 826004

CHECK LIST

Following documents are to be arranged by the students EXACTLY in the same order and are to be verified by the verifying official and the faculty member:

Sl. No.	Particulars of documents	By the verifying official	By the faculty
1.	Four passport size photographs identical to the one uploaded during JEE (Main/ Advanced) 2019 registration [Original]		
2.	Duly filled in “ Application for fee waiver ”, with necessary supporting documents (if applicable) [Annexure – V(a), V(b) and V(c)] [Original]	To be submitted at ‘Fee Waiver Counter’	
3.	Summary Sheet (in duplicate) (Annexure – I) [Original]		
4.	Check List (Annexure – II) [Original]		
5.	Print out of the online registration form duly signed by candidate and parents/guardians [Self-attested copy]		
6.	Duly filled in Student Registration form (Annexure – I) [Original]		
7.	A print out of the seat allotment letter from JoSAA [Self-attested copy]		
8.	Admit card of JEE (Advanced) 2019 [Self-attested copy]		
9.	Date of birth proof [Self-attested copy]		
10.	Class XII (or equivalent) board marks sheet [Self-attested copy]		
11.	Class XII pass certificate [Self-attested copy]		
12.	Copy of photo identity card [Self-attested copy]		
13.	Medical certificate [as per format given in Annexure 8 of JoSAA Business rules] signed by a registered medical practitioner [Original]		
14.	Proof of seat acceptance fee payment (not necessary if fee details are printed in the document for Sl. No. 7) [Self-attested copy]		
15.	Proof of balance fee payment [Self-attested copy]		
16.	Category certificate (GEN-EWS/OBC-NCL/SC/ST), if applicable [Self-attested copy]		
17.	Certificate for Persons with Disabilities (PWD) (if applicable) [Self-attested copy]		
18.	Copy of passport of the candidate and parents (for foreign nationals), OCI certificate or PIO card (if applicable) [Self-attested copy]		
19.	Copy of DS certificate (if applicable) [Self-attested copy]		
20.	Transfer Certificate / College or School Leaving Certificate / Migration Certificate [Original]		
21.	Duly filled-in Insurance Declaration Form (in duplicate) (Annexure –II) [Original]		

Signature of the Candidate

Signature of the verifying
official of Acad. Section

Signature of the Faculty
Member

**INDIAN INSTITUTE OF TECHNOLOGY (INDIAN SCHOOL OF MINES),
DHANBAD – 826004**

**STUDENT REGISTRATION FORM, ACADEMIC SESSION: 2019-2020
FOR 4 Yr B.TECH/5 Yr. INTEGRATED M. TECH PROGRAMME**

1. Admission No.	1 9 J E	Paste passport Size Photograph Here (Unattested)
2. Fee Receipt Reference No., Date, & Amount Whether availing fee waiver	Seat Acceptance: Balance Fee: Yes/ No (if yes indicate Full waiver/ 2/3rd waiver)	
3a. JEE (Advanced) Rank	CML: Category:	
3b. JEE Main Roll No.:	JEE (Adv) Roll No	
3c. Blood Group		

5. a. Name of Student (In Block Letters)

_____	_____	_____
(First Name)	(Middle name)	(Surname)

5 b. Name of student (in Hindi)

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6. AADHAR No & PAN No of student: AADHAR: _____ PAN NO. _____**7. Date of Birth**

_ _ _ _ DD MM YYYY	DOB In words: Birth Place: State
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8. Email/ Telephone no of Student (if any):

E-mail address	
Telephone No	

9. Father's name & Particulars (Guardian's name, in case father is not alive)

Name in Block Letters	Occupation/ Profession	
	If salaried, employment details	
	Gross Annual Income	
AADHAR NO: _____		PAN. NO. _____

10. Mother's name & Particulars

Name in Block Letters	Occupation/ Profession	
	If salaried, employment details	
	Gross Annual Income	
AADHAR NO: _____		PAN. NO. _____

11. Category (please tick appropriate box)

<input type="checkbox"/> GEN <input type="checkbox"/> GEN-EWS <input type="checkbox"/> OBC-NCL <input type="checkbox"/> SC <input type="checkbox"/> ST <input type="checkbox"/> PwD <input type="checkbox"/> Others specify _____

12. Whether economically weaker: YES / NO , If yes

<input type="checkbox"/> Family Income less then Rs. 1.00 lakhs <input type="checkbox"/> Family Income between Rs. 1.00 lakh to Rs. 5.00 lakhs
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13. Father's/Guardian's address for correspondence:

Telephone No with STD Code _____ E-mail address: _____

14. Permanent Address

Telephone No. with STD code _____

15. Local Guardian's name, Address & Telephone No. (if any):

Telephone No with STD code _____

16. Academic Record

Examination passed	Name of the School/ College where studied	Board/ University	Year of Passing	% of marks or Grade	Subject

16. Details of Extra-Curricular Activities (if any):

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17. Any other relevant information:

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18. Personal identification mark of student, if any:

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CERTIFICATE

Certified that the above information is correct to the best of my knowledge and belief and if any time it is found that false information have been furnished, action may be taken against me.

I also undertake that I shall abide by the rules & regulations of the University and shall pay all dues related with my studies at the School in time and shall not involve in any unlawful activities during the period of study at the school.

(Full Signature of Father/ Guardian)

(Full Signature of the Student)

SPACE FOR CHANGE OF ADDRESS

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INDIAN INSTITUTE OF TECHNOLOGY (ISM) DHANBAD – 826004

Declaration for insurance
(to be submitted in duplicate)**Declaration to be submitted by the individual student admitted in Indian Institute of Technology (Indian School of Mines), Dhanbad for the Academic Year 2019-20**

Admission No:	
Name of the Student:	
Date of Birth & Age:	
Father's Name:	
Name of the Guardian:	
Annual Income of Father/Guardian:	
Permanent Address:	
Telephone No:	
Course in which admitted:	
Date of Admission:	
Present Address:	
Telephone No:	

Date:**(Signature of Student)**

INDIAN INSTITUTE OF TECHNOLOGY (INDIAN SCHOOL OF MINES), DHANBAD

NOTICE FOR TUITION FEE WAIVER FOR JEE (ADVANCED) 2019 ADMITTED STUDENTS

As per MHRD Govt. of India notification F.No. 24-2/2016 TS1 dated 8th April 2016 the students admitted from the academic year 2016-17 onwards through JEE (Advanced) are eligible for the following:

- a. The SC/ST/PWD students shall get complete tuition fee waiver.
- b. The most economically backward students (whose family income is less than Rs. 1.00 lakh per annum) shall get full remission of the fee.
- c. The other economically backward students (whose family income is between Rs. 1.00 lakh to Rs. 5.00 lakh per annum) shall get remission of 2/3rd of the tuition fee.

Accordingly, the new JEE (Advanced) students admitting during 2019, who are eligible to avail Tuition Fee Waiver/Concession for Academic Session 2019-20, are required to bring their **application in prescribed format** along with **Income Affidavit with Schedule A** and **copy of ITR for the financial year 2018-19** (for the period 01.04.2018 to 31.03.2019) at the time of reporting for admission at the specified counter for the purpose and get the income certificate verified by the concerned official to get approval of fee waiver.

It may also be noted that the Income Certificate submitted should have been issued by the Competent Authority. In case of false certificate, the Institute shall have full rights to take suitable action against student/parent. The delayed/incomplete application will not be considered.

A. Eligibility Criteria: -

1. Annual Family Income from all sources should not be more than Rs. 5,00,000/- (Rs. Five Lakh only).
2. Annual Family Income includes income of both the parents (father and mother) and student from all sources. In case of death of any one parent, death certificate is necessary to be attached.
3. This scheme is not applicable for SC/ST/PwD students as they are exempted for payment of Tuition Fees.
4. Following documents need to be submitted to avail tuition fee waiver:
 - a. Application in prescribed format in original duly signed by the student and both parents.
 - b. Income Affidavit alongwith Schedule-A for statement of annual gross family income in the prescribed format duly *singed in the presence of Notary Public or a Magistrate/1st Class Magistrate Executive/ Revenue Officer/ who would also affix his / her signature and seal. The Affidavit and Schedule-A for statement of annual gross family income in the prescribed format should be jointly signed by students and his / her parents.*
 - c. Copies of detailed ITR for the financial year 2018-19 (Assessment Year 2019-20) of both parents with copies of acknowledgements where the individual income exceeds Rs. 2.50 lakhs.
 - d. Where individual income is less than threshold limit for submission of Income Tax Return, the student will be required to submit Family Income Certificate for the financial year 2018-19 duly signed by competent authority authorized by State Government. If the student is unable to submit Family Income Certificate, the individual income certificate for both parents (mother and father) should be submitted duly signed by competent authority authorized by State Government.
 - e. Aadhar Number of student and his parents is mandatory to avail tuition fee waiver.
 - f. The complete application alongwith all required documents should be submitted in original at the time of admission.
 - g. Candidates have to pay full admission fee if the application remains incomplete in any respect.
5. All required documents (details as per point No. 4) must be attached with the application.

B. Tuition Fee Waiver Rule: -

1. It is mandatory to submit the application in the prescribed format in original, duly signed by the students and both the parents along with all required certificates / documents within the deadline.
2. Income Tax Return (ITR) should be for the period 01.04.2018 to 31.03.2019 i.e. Financial Year 2018-19 (Assessment Year 2019-20).
3. Income Certificate must be issued on or after 1st April 2019 and signed by the Competent Authority as indicated in Annexure-IV.
4. The applications / documents received beyond the deadline will not be accepted and such claim will be summarily rejected. Therefore, the students are advised to get the documents prepared in advance in order to avoid any delay in submission of the applications along with the required documents.
5. There will be 100% tuition fee waiver, if annual family income is less than Rs. 1,00,000/- (Rs. One Lakh only) during the financial year 2018-19.
6. There will be 2/3rd tuition fee waiver, if annual family income is Rs. 1,00,000/- (Rs. One Lakh only) or above, but up to Rs. 5,00,000/- (Rs. Five Lakh only) during the financial year 2018-19.
7. There will be no tuition fee waiver, if annual family income is more than Rs. 5,00,000/- (Rs. Five Lakh only) during the financial year 2018-19.
8. **During verification process or any other time thereafter, if any of the submitted documents is found to be false/forged, the Institute will take appropriate disciplinary action against the student including expulsion from the Institute.**
9. Since there is complete tuition fees waiver (i.e. 100% fee tuition fee waiver) for SC/ST/PWD students, such students need NOT to apply for tuition fee waiver against this notice.
10. The decision of IIT (ISM), Dhanbad shall be final and binding to all concerned and no further communication/ representation/ appeal will be considered. Request for late receipt of application/ extension of last date will not be considered.

INDIAN INSTITUTE OF TECHNOLOGY (INDIAN SCHOOL OF MINES), DHANBAD

Format for Application to avail Tuition Fee Waiver for the Financial year 2019-20 (to be submitted along-with prescribed affidavit) (All the fields MUST be filled)

S. No.	Particulars	Details (to be filled-in by the student)	
1.	Name of the student (in block letters)		
2.	Admission No		
3.	Name of the Department		
4.	Course & Branch		
5.	Student's Mobile number		
6.	Student's E-mail ID		
7.	(i) Category (GEN/GEN-EWS/OBC-NCL) -	(ii) PWD – Yes/No -	
8.	Particulars of employment	Father	Mother
(a)	Name		
(b)	Salaried Class (Parent who are in service either Govt./Semi Govt/Private or others (Please mention))		
(c)	Pensioner/Family pension		
(d)	Non-Salaried Class		
9.	IIT-JEE(Advanced) RANK (attach copy) for first year student		
10.	Percentage of marks in I. Sc/10+2 (copy to be attached (for first year IIT JEE admitted students only))		
11.	SBI Account Number of the student and IFSC Code		

Student's Signature

Father's Signature

Mother's Signature

12	Assessment of Gross annual income of family from all sources for the Financial year 2018-19			
S.No.	Particulars	Father	Mother	Student
A.	Full Name			
B.	Income Tax PAN			
C.	Aadhar No.			
D.	Agriculture Income (Para I)			
E.	Income from Property (Houses, Buildings, House Sites, etc) (Para II)			
F.	Income from Business (para III)			
G.	Income from Salary (para IV)			
H.	Income from other sources (interest / dividend/ par-time occupation (para V)			
I.	Total Gross Income for 2018-19			
J.	Total Gross Family income for F.Y. 2018-19			

DECLARATION

We hereby undertake and certify that the information provided in this form and enclosed affidavit is correct and true to the best of our knowledge and belief. We understand that in the event of any information being found false, misleading or incorrect, or ineligibility to receive the benefit of tuition fee waiver/Merit cum Means Scholarship / free ship being detected during or after completion of my program at institute, or any of the personal information furnished in support thereof is found incorrect, we shall have no any objection whatsoever, against the action taken by the Institute in the matter, in accordance with by-laws and provisions of IIT(ISM) Dhanbad.

We further undertake that during the course of availing the fee waiver/ Merit cum Means Scholarship / free ship, whenever there shall be any change in the income of my family, we shall keep the Institute authorities informed and shall abide by its further decision on my eligibility to receive the benefit of fee waiver/ Merit cum Means Scholarship / free ship.

We hereby attach documents as follows: -

- a) Affidavit in the prescribed format (instructions mentioned therein)
- b) Copies of Aadhar card of student and his parents
- c) Family Income Certificate for the financial year 2018-19 duly signed by competent authority authorized by State Government in the format prescribed by Government. It is desirable that the family income certificate should not be signed by Notary Public in the form of Affidavit.
- d) Copies of detailed ITR for the financial year 2018-19 (Assessment Year 2019-20) of both parents with copies of acknowledgements where the individual income exceeds the threshold limit as per Income Tax Rules.
- e) JEE (advance) rank
- f) Mark sheet for 10+2

Student's Signature

Father's Signature

Mother's Signature

INCOME AFFIDAVIT

(To be signed in the presence of Notary Public or a Magistrate/1st Class Magistrate Executive/
Revenue Officer/ who would also affix his signature and seal)

**Declaration of income of Family for the financial year (ending on 31st March, 2019)
for purposes of Tuition Fee Waiver at Indian Institute of Technology (Indian School of
Mines), Dhanbad.**

We/I, _____, (names of Parents/Guardian), Parents/Guardians
of Shri/Kumari _____ (student's name) presently residing at

_____ (parent's address), solemnly affirm and declare the followings:

1. That my son/daughter/dependent Shri/Kumari _____ who has applied for Tuition Fee Waiver at Indian Institute of Technology (Indian School of Mines), Dhanbad has been allotted a seat in _____ (name of discipline) having Admission No. _____ at Indian Institute of Technology (Indian School of Mines), Dhanbad.
2. That our **gross total annual family income** in the preceding financial year ending on 31st March, 2019 was Rs. _____ as per details furnished in the Schedule here under written, We also affirm that particulars of property held by us is as shown in the Schedule and that we have correctly indicated the amount on various taxes and land revenue paid by us. We make ourselves personally responsible for the accuracy of the facts and figures furnished.
3. That the statements made in the foregoing paragraphs are true and correct to our knowledge and belief.
4. That the particulars of PAN number, Aadhar number of family member is as under:

S.No	Particulars	Father/Guardian	Mother	Student
1	Name			
2	Aadhar Number			
3	Income Tax PAN No			

5. That we further undertake that in the event of the particulars given in this declaration being found false, we shall refund to the Director, Indian Institute of Technology (Indian School of Mines), Dhanbad DOUBLE the amount of the Fees of the said student and the institute shall be free to take any disciplinary action against the said student including expulsion of the students from the Institute and the Institutes decision shall be final and binding on me/us.

Encl: Schedule "A" (Statement of Annual Gross Total Family Income)

Student Signature:	Father's/Guardian Signature	Mother's Signature
Student Name in full:	Father's/Guardian Name:	Mother's Name:

SCHEDULE- A

**Statement of Annual Gross Total Family Income of(Student Name),
Son/Daughter of(Fathers' name) for the period 01.04.2018 to
31.3.2019 (Financial Year 2018-19).**

I. Agriculture Income of Both Parents or Guardian:

Extent of Land held and Income	(a) Independently as owner	(b) Jointly as owner	(c) Independently as tenant
(i) Name of the Owner			
(ii) Area			
(iii) Village			
(iv) Survey No.			
(v) Land Revenue Assessment			
(vi) Annual Income 2018-19	Rs.	Rs.	Rs.

In case of multiple land and/or different owners, please provide details in separate sheet.

II. Property held and income (Houses, Shops, Buildings, House sites etc.)

- (a) House No. _____
- (b) Street/Road _____
- (c) Village/Town/City _____
- (d) Area of House/Site _____
- (e) Rent derived if any (Per annum) _____
- (f) House Tax Rs. _____
- (g) Sanitary cess or other Rs. _____
- (h) Net Annual Income (2018-19) Rs. _____

Whether the whole or part of land has been given out to tenants. If 'yes' provide detailed particulars of the same.

III. Income from Establishment/Shops/Business (including commercial vehicle) :

- (i) Name of the Owner _____
- (ii) Proprietorship/ Partnership _____
- (iii) Name and Address of shop _____
- (iv) Nature of Trade _____
- (v) Shop Registration/ License no _____
- (vi) GST Registration no _____
- (vii) GST and Income Tax paid Rs. _____
- (viii) Annual Income from Shop/Establishment(2018-19) Rs. _____

IV. Salary drawn:

S.No	Particulars	Father/Guardian	Mother
1	Name of the Employee		
2	Name of the Employer		
3	Office/Unit in which working and designation		
4	Full Address of Office with Pincode		
A	Annual Pay for 2018-19 without deduction of Income Tax		
B	Special Pay/Bonus.		
C	Deputation allowance and honoraria		
D	Other Allowances like house rent allowance, CCA etc		
E	Total of (A), (B) (C) and (D)		
F	Amount of contribution to Provident Fund		
G	Payments towards LIC/CTD		
H	Total of (F) and (G)		
I	Other benefits rent free accommodation and other perquisites		

V. Other source of Income during 2018-19 :

S.No	Particulars	Father/Guardian	Mother	Student
1	Income from subsidiary industries part-time occupation			
2	Amounts drawn as savings			
3	Interest/ Dividend/ agency commission etc.			
4	Any other Income			
	<i>Total</i>			

VI. Particulars of Vehicles (two/four wheeler) owned by student and family members. Provide the following details:

S.No	Particulars	Father/Guardian	Mother	Student
1	Owner Name			
2	Vehicle Type			
3	Make and Model			
4	Registration No.			
5	Year of Purchase			

VII. Assessment of Gross annual income of family from all sources for the Financial Year 2018-19:

S.No	Particulars	Father	Mother	Student
1	Full Name			
2	Agriculture Income (para I)			
3	Income from Property (Houses, Buildings, House sites etc.) (para II)			
4	Income from Business (para III)			
5	Income from Salary (para IV)			
6	Income from other sources (Interest/ Dividend/ Part-time occupation) (para V)			
7	Total gross family Income for 2018-19			

VIII. Total Gross family income as per ITR for the financial year 2018-19 (attach copy of ITR):

S.No	Particulars	Father	Mother	Student
1	Name			
2	Income Tax PAN No			
3	ITR Acknowledgement no			
4	Gross total income			
5	Taxable income			
6	Exempted Income viz. agriculture income etc.			
7	Tax Paid			

Certified that the statements made in the foregoing paragraphs are true and correct.

Student Signature	Father's Signature	Mother's Signature
Student Name in full:	Father's Name:	Mother's Name:

N. B.

- (1) Total income of the family should include income only of Student, father & mother of the Student and of no other members though they may be earning.
- (2) If both father and mother of the Student are deceased the income, if any, in the Student's name only will be shown, and not the income of the guardian who may be supporting the scholar.
- (3) Income for the purpose is defined as under:-
 - (a) In the case of salaried class, basic pay, Dearness Allowance, CCA, and other allowances.
 - (b) In the case of income not liable to income tax, such as Agriculture income etc., the net income should be included in the assessment of total income.
- (4) Please submit copy of ITR for the financial year 2018-19 (assessment year 2019-20) of parents. Non-submission of parents ITR will lead to rejection of application.

INDIAN INSTITUTE OF TECHNOLOGY(ISM), DHANBAD

RESIDENT RECORD FOR HOSTEL

ROOM NO: - BLOCK:-

STUDENT'S NAME :

FATHER'S NAME :

MOTHER'S NAME :

COURSE & BRANCH :

PERSONAL CONTACT NO. :

PERSONAL EMAIL ID:-

GURDIAN CONTACT NOs.:
(In Case of Emergency)

GURDIAN EMAIL ID:-

HOME ADDRESS:

.....

.....

STUDENT'S BANK ACCOUNT NO:

BLOOD GROUP :

NAME OF ROOM PARTNER :

ROOM PARTNER'S CONTACT NO. :

SIGNATURE OF STUDENT:



NOTICE TO ALL NEW ENTRANTS

All new entrants and their parents/guardians are required to submit Anti-ragging affidavit by the candidate and his/her parents/guardians duly signed by both student and his/her parent/guardian.

- The students are required to fill online affidavit form as available at: http://www.antiragging.in/Site/Affidavits_Registration.aspx
- After filling this form successfully the student will receive the Student's Anti Ragging Undertaking and the Parents Anti Ragging Undertaking in their Email.
- Please take print out of both Undertakings, sign them.
- Request your parents to read the details and request them to sign their Undertaking.
- Present both undertakings at the time of admission.
- The procedure for filling undertaking is available at: The procedure for filling undertaking is available at: http://www.antiragging.in/upload/Infopack/AntiRagging_HowToFillUndertaking.pdf.
- This affidavit should be submitted to the students' respective hostel warden at the time of allotment of hostel accommodation.
- Submission of Anti-ragging affidavit is to be done at the beginning of every year.

EXTRACTS OF RELEVANT REGULATIONS OF UGC ON RAGGING

3. What constitutes Ragging :- Ragging constitutes one or more of any of the following acts :

- a. Any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student;
- b. Indulging in rowdy or in disciplined activities by any student or students which causes or is likely to cause annoyance, hardship, physical or psychological harm or to raise fear or apprehension thereof in any fresher or any other student;
- c. Asking any student to do any act which such student will not in the ordinary course of and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student;
- d. Any act by a senior student that prevents, disrupts or disturbs the regular academic activity of any other student or a fresher;
- e. Exploiting the services of a fresher or any other student for completing the academic tasks assigned to an individual or a group of students.
- f. Any act of financial extortion or forceful expenditure burden put on a fresher or any other student by students;
- g. Any act of physical abuse including all variants of it : sexual abuse, homosexual assaults, stripping, forcing obscene and lewd acts, gestures causing bodily harm or any other danger to health or person;
- h. Any act or abuse by spoken words, emails, post, public insults which would also include deriving perverted pleasure, vicarious or sadistic thrill from actively or passively participating in the discomfiture to fresher or any other student;
- i. Any act that affects the mental health and self-confidence of a fresher or any other student.
- j. With or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student.

7. Action to be taken by the Head of the institution :- On receipt of the recommendation of the Anti Ragging Squad or on receipt of any information concerning any reported incident of ragging, the head of institution shall immediately determine if a case under the penal laws is made out and if so, either on his own or through a member of the Anti-Ragging Committee authorized by him in this behalf, proceed to file a First Information Report (FIR), within twenty four hours of receipt of such information or recommendation, with the police and local authorities, under the appropriate penal provisions relating to one or more of the following, namely;

- i. Abetment to ragging;
- ii. Criminal conspiracy to rag;
- iii. Unlawful assemble and rioting while ragging;
- iv. Public nuisance created during ragging;
- v. Violation of decency and morals through ragging;
- vi. Injury to body, causing hurt or grievous hurt;
- vii. Wrongful restraint;
- viii. Wrongful confinement;
- ix. Use of criminal force;
- x. Assault as well sexual offences or unnatural offences;
- xi. Extortion;
- xii. Criminal trespass;
- xiii. Offences against property;
- xiv. Criminal intimidation;
- xv. Attempts to commit any or all of the above mentioned offences against the victim(s);
- xvi. Threat to commit any or all of the above mentioned offences against the victim(s);
- xvii. Physical or psychological humiliation;
- xviii. All other offences following from the definition of "Ragging".

Provided that the Head of the institution shall forthwith report the occurrence of the incident of ragging to the district level anti-ragging committee and the Nodal officer of the affiliating University, if the institution is an affiliated institution.

Provided further that the institution shall also continue with its own enquiry initiated under clause 9 of these Regulations and other measures without waiting for action on the part of the police/ local authorities and such remedial action shall be initiated and completed immediately and in no case later than a period of seven days of the reported occurrence of the incident of ragging.

9. Administrative action in the event of ragging:-

9.1 The institution shall punish a student found guilty of ragging after following the procedure and in the manner prescribe here under :

- (a) The Anti-Ragging Committee of the institution shall take an appropriate decision, in regard to punishment or otherwise, depending on the facts of each incident of ragging and nature and gravity of the incident of ragging established in the recommendations of the Anti-Ragging Squad.
- (b) The Anti-Ragging Committee may, depending on the nature and gravity of the guilt established by the Anti-Ragging Squad, award, to those found guilty, one or more of the following punishments, namely;
 - i. Suspension from attending classes and academic privileges.
 - ii. Withholding/ withdrawing scholarship/ fellowship and other benefits.
 - iii. Debarring from appearing in any test/ examination or other evaluation process.
 - iv. Withholding results.
 - v. Debarring from representing the institution in any regional, national or international meet, tournament, youth festival, etc.
 - vi. Suspension/ expulsion from the hostel.
 - vii. Cancellation of admission.
 - viii. Rustication from the institution for period ranging from one to four semesters.
 - ix. Expulsion from the institution and consequent debarring from admission to any other institution for a specified period.

Provided that where the persons committing or abetting the act of ragging are not identified, the institution shall resort to collective punishment.

- (c) An appeal against the order of punishment by the Anti-Ragging Committee shall lie,
 - i. in case of an order of an institution, affiliated to or constituent part, of a University, to Vice-Chancellor of the University;
 - ii. in case of an order of a university, to its chancellor.
 - iii. in case of an institution of national importance created by an Act of Parliament, to the Chairman or Chancellor of the institution, as the case may be.

LIST OF HOTELS IN DHANBAD

The list of Hotels in Dhanbad is given below for the convenience of the students and their parents/ guardian coming for admission at IIT (ISM) Dhanbad for their stay in Dhanbad. They may contact directly with the hotels on the given phone numbers.

Sl. No	Name of Hotel	Address	Phone nos	Type of Accommodation	Remarks
1	Sonotel (Near Big Bazaar)	Ozone Galleria Floor 5, Saraidhela Dhanbad-828127	(0326)2202222 2203333, 2204444	Sonotel Executive Sonotel Club	5 km from Rly stn.
2	Hotel Maurya	Gyan Mukherjee Link Road, Hirapur, Dhanbad 826001	(0326)2312358 09204789353 09304372235	AC Super Delux AC Delux AC Room	2 km from RlyStn
3	Hotel Kunal	Hari Mandir Road, Hirapur Dhanbad	(0326)2310617 09234070326	AC Non AC	2 km from RlyStn.
4	Cocoon	Beside Puja Talkies, Near Railway Station Dhanbad	(0326)222 0100,0200, 0300,0400 (0326)222 0222.0333, 0444,0555	Imperial Club	Complimentary breakfast
5	Hotel Skylark	Bank More Dhanbad-826001	(0326)2305121 2305384, 2300684	Super Delux Delux	1.5 Km from Rly.Stn.
6	Hotel Black Rock	Katesaria Centre, Bank More, Dhanbad-826001	(0326)2302027 2302171, 2302329, 2307644	A C Super Delux A C Delux Non AC	1.5 Km from Rly.Stn
7	The Seventeen Degrees Hotel	Sriram Mall, Ashok Nagar, Dhanbad 828106	09234669208 (0326)2303869 2304602 09234669201	Superior Room Regular Room	Break fast 2 km from Rly Stn
8	Madhulika Inn	Mahatma Gandhi Road, Sardar Patel Nagar, Near Bus Stand, Bartand, Dhanbad	09234689999 (0326)2222699	Executive Delux Class Delux Class	Complementary break fast 3 Km from Rly.Stn.
9	Hotel Kuber	Luby Circular Road, Behind Women's College Dhanbad	09708021666 09234455796	Delux Delux Mini Double	2.5 Km from Rly.Stn.