

# Guidelines for Admission



to

**Undergraduate Courses through JoSAA-2023/CSAB-2023**

at

**Indian Institute of Engineering Science and Technology, Shibpur**

# Seat allotment

**A candidate who has been allotted a seat to an undergraduate programme of IEST, Shibpur by the following authorities are eligible for admission in the academic year 2023-2024.**

- ▶ **Joint Seat Allocation Authority (JoSAA 2023)**
- ▶ **Central Seat Allocation Board (CSAB 2023, Special Round)**
- ▶ **CSAB-NEUT 2023**
- ▶ **Ministry of External Affairs (MEA)**

Admission - for candidates allotted seats through  
JoSAA 2023 / CSAB 2023 (Special round)

**Mode of reporting for admission – Physical Reporting  
(Department wise)**

**Dates of Institute reporting:**

□ **14.08.2023, 16.08.2023-19.08.2023**

**Venue for reporting:**

□ **Institute Hall, IEST, Shibpur**

## Date and Time of Department wise physical reporting

<b>14.08.2023 (Reporting Time 9.30 AM to 3.30 PM)</b>	<b>16.08.2023(Reporting Time 9.30 AM to 3.30 PM)</b>
Computer Science and Technology	Civil Engineering
Electronics and Telecommunication Engineering	Mining Engineering
Architecture and Planning	-----
<b>17.08.2023 (Reporting Time 9.30 AM to 3.30 PM)</b>	<b>18.08.2023(Reporting Time 9.30 AM to 3.30 PM)</b>
Electrical Engineering	Aerospace and Applied Mechanics
Information Technology	Metallurgy and Materials Engineering
<b>PDW Candidates (All Departments )</b>	Mechanical Engineering
<b>19.08.2023 (Reporting Time 9.30 AM to 3.30 PM)</b>	<b>Note1: PWD Candidates must not report on other days and only on 17.08.2023</b>
<b>All Departments ( Who missed the schedule on 14.08.2023 to 18.08.2023)</b>	<b>Note2:Department wise schedule will be strictly maintained. Reporting Date on 19.08.2023 is only for exceptional situation.</b>

### Documents (original & self-attested copies) required at the time of admission

**All original documents will be checked at the time of admission. All the students must bring the original documents.**

1. Filled in admission form
2. Provisional admission letter issued by JoSAA 2023 in 6th round or CSAB 2023 Special Round(to be downloaded from respective websites)
3. Partial admission fee payment confirmation (to be downloaded from respective websites)
4. Medical fitness certificate as per JoSAA-2023 format
5. Class X Admit/Mark-sheets/Certificate (for age proof)
6. **Class XII mark-sheet and certificate. Year of Passing: 2021/ 2022/ 2023**  
**Certificate for top-20 percentile of respective board (in case aggregate marks is below 75% or 65 % in required subjects based on category .**
7. Photo identity card (AADHAAR CARD/VOTER ID/PASSPORT/Driving License etc.)
8. SC/ST caste certificate (if applicable): As per Government of India format, issued by the competent authority. ST certificates from Tamil Nadu state must be issued by the concerned Revenue Divisional Officer.
9. OBC-NCL certificate in JoSAA 2023 format as submitted during reporting (if applicable), issued on and after April 01, 2023 if applicable, as per Government of India format, issued by the competent authority.
10. GEN-EWS certificate in JoSAA 2023 format as submitted during reporting (if applicable), issued on and after April 01, 2023 if applicable, as per Government of India format, issued by the competent authority.
11. PwD certificate (if applicable) as prescribed in JoSAA 2023
12. Formal affidavit for anti-ragging by the student and parents on ten rupees Non judicial stamp paper and must be notarized. Enrolment Number will be filled during admission
13. Blood group report from Pathology Lab.
14. Migration certificate/ School leaving certificate/ Transfer certificate
15. Any other documents as advised by JoSAA 2023/CSAB 2023 or by the Institute

# Institute fees:

## Details of Institute Fees per semester (except hostel and mess fees)

<b>GEN/OBC- NCL/EWS (Annual family income less than Rs. 1 lakh)</b>	<b>GEN/OBC- NCL/EWS (Annual family income Rs 1 Lakh to Rs. 5 lakh)</b>	<b>GEN/OBC- NCL/EWS (Annual family income more than Rs. 5 lakh)</b>	<b>SC/ST</b>	<b>PwD</b>
<b>Time of admission</b>	<b>Time of admission</b>	<b>Time of admission</b>	<b>Time of admission</b>	<b>Time of admission</b>
<b>Rs.8500.00</b>	<b>Rs. 29333.00</b>	<b>Rs.71000.00</b>	<b>Rs.8500.00</b>	<b>Rs.8500.00</b>

**NOTE:** 1<sup>st</sup> semester fees already paid through JoSAA /CSAB-2023 . Refund of balance fees, if any, will be done later on after processing and verification.

## Details of Hostel and Mess fees for Hosteller:

Details of Hostel Fees at the time of admission		
Sl. No.	Item	Amount (Rs.)
1	Hostel Maintenance Charge	2200
2	Seat Rent	1000
3	Electricity and Water Charges	800
<b>Total</b>		<b>4000</b>
<b>Mode of Payment for Hostel Accomodation</b>		
For Hostel Fees (Rs.4000) deposit in UCO Bank Besu Branch, IEST Shibpur, by cash challan.		
Details of Mess Fees at the time of admission		
Sl. No.	Item	Amount (Rs.)
1	Mess caution money (one time and refundable)	1000
2	Mess Dues Advance (per semester and non-refundable but adjustable with the actual mess bills )	17500
3	Mess Entrance Fee (per year and non-refundable)	3000
4	Mess Establishment Fees (per semester and non-refundable)	4000
<b>Total amount payable at the time of admission</b>		<b>25500</b>
<b>Mode of Payment for mess fees: Debit Card , Credit Card, Net Banking, UPI Payment</b>		

## **Tuition fee waiver:**

- **SC/ST and PwD category students are eligible to get full tuition fee waiver. No need to submit annual family income certificate.**
- **Other students, having annual family income up to 5 lakh for the financial year 2022-23, may apply for tuition fee waiver. The students need to apply in each year.**
- **Submit the annual family income certificate for Financial Year 2022-23, issued by the competent authority of the area where the candidate and/or his/her family normally resides, to the Office of the Dean (Student Welfare). Once the student is allotted an Enrollment ID, he/she can submit the income certificate. Income certificate must be submitted latest by October 14, 2023.**
- **Notification for eligible candidates to receive tuition fee waiver will be issued from the Office of the Dean (Student Welfare).**

## Application for Hostel

- ▶ After admission, on the same day the students willing to get Hostel have to apply to the Chief Warden and hostel may be allotted as per the existing norms of the Institute. Also, the payment should be made through online portal.
- ▶ The hostel application form is available on the Institute website.

## Attending orientation program and classes

- ▶ Commencement of 1st year UG Classes with orientation programme: **August 23, 2023**

## Opening of Bank Account

- ❑ **The students should open a bank account in UCO bank inside the Institute campus for fees payment in subsequent semesters fees and receive of refund of amount (if any) paid through JoSAA-2023 or CSAB-2023).**