

Information and Guideline for applicants for Admission into the B.Tech programmes at the School of Engineering, Tezpur University under North East (NE) Quota, 2021

Date: September 30, 2021

The candidates who submitted applications for admission into the B.Tech programme for the academic session 2021-22 should note the following:

1. The seats are reserved for students of North East (NE) states only.
2. Applicants are shortlisted based on JEE (Main) 2021 ranking (CRL) by NTA. Presently List-A candidates are published. Subsequent Lists (List - B, C, etc.) may be made available based on the availability of seats.
3. The marks (Aggregate percentage) criteria at 10+2 or equivalent level as per TU prospectus as below:
 - i) Minimum 60% for Open/EWS/OBC (NCL)
 - ii) Minimum 55% for SC/ST/PWD
 - iii) Minimum pass marks in Physics, Chemistry, and Math for all candidates
4. Some candidates are not considered for shortlisting for one or more of the following reasons:
 - a. Not fulfilling the percentage criteria in 10+2 or equivalent as mentioned in point 3
 - b. Candidates applying from states of origin other than NE states
5. Admission for the PWD category will be through horizontal reservation as per Govt. rules.
6. The dates of online counseling and admission: (9:00 AM till 6:30 PM via Google Meet platform)
06/10/2021 (Day-1): PWD, Open Merit, and Wait List
08/10/2021 (Day-2): EWS Merit and Wait List, OBC-NCL Merit and Wait List
11/10/2021 (Day-3): SC Merit and Wait List, ST Merit and Wait List
The dates 07/10/2021, 09/10/2021, and 12/10/2021 are reserved as buffer dates to settle down any pertaining issues related to counseling and admission from Day-1, Day-2, and Day-3 respectively.
7. There will be multiple sessions with groups of candidates in Rank order. Student list with time slots and Google Meet Link for Counseling and admission timing will be informed to candidates before the admission date. **Candidates are strongly advised to frequently visit the Tezpur University admission portal(<http://www.tezu.ernet.in/>) and the School of Engineering website (<http://www.tezu.ernet.in/soe/>) for the latest updates.**
8. Helpline numbers: +91 99544 49473 (For general enquires during admission process)
9. For any unintended errors that occurred will be rectified with a separate corrigendum.
10. Students should note the points in the next page before they sit for the admission process.
11. Any decision pertaining to counseling and admission will be taken by the BSSC 2021 committee and controller of examination, Tezpur University and will be final.

Note the following points before you sit for the admission process at TU

a)	Provisional Admission only	All the admissions will be on a provisional basis. Original documents will be verified again, once the admitted students are invited to the campus in person. Only after satisfactory verification of the documents the admission shall be confirmed.
b)	Eligibility criteria	Eligibility shall be decided on JEE main exam ranking (CRL), minimum eligibility marks at 10+2 as were mentioned in the prospectus (see Point 3). Caste/Category Certificate must be in a valid format. Permanent Residence Certificate (PRC) and Certificates supporting Non-Creamy Layer (NCL) and Economically Weak Section (EWS) status must be as per the prescribed format AS OF GOVT RULES and should not be expired on the date of admission
c)	Date of admission	The admission process will happen from 6 Oct through 12 Oct 2021(See Point 6). The merit list shall be divided into several day-wise lists. Each day-wise list will be further divided into sessions (See Point 7).
d)	Admission process	The admission/counseling process shall be through online mode only(Google meet). Candidates shall be sent a link to connect with the admission/counseling panel/board/committee via “Google Meet” software. They can use either use a laptop/Desktop with a webcam, or a smartphone, etc. to join the meeting to have a face-to-face session with the admission committee member(s). All students called on that day and the session will be connected in a google link platform named “Registration Desk”. The Registration Desk will connect the student to the admission committees connected in other links as per CRL. The applicants will be muted in the meeting. <i>(In an extreme circumference if a candidate fails to connect due to network/technical issues, he/she may call the given helplines number(s) to inform about his/her interest and in that case, the applicant will be called according to his/her rank for the admission.)</i> The entire process of admission through video conferencing shall be recorded for future reference. In case you do not agree please email your concern at “ bssc2021@tezu.ac.in ”.
e)	Booking of seat and Fee payment	Once the applicant confirms/accepts the available seat with the desired department/branch of interest, he/she shall be required to make the fee payment in FULL through the online admission portal via UPI transaction (Google Pay, etc.)/debit card/ATM transaction/net banking DURING THE ONLINE ADMISSION AND DISCUSSION ONLY.

		<p>The payment must be made from a SINGLE ACCOUNT (NOT from multiple accounts).</p> <p>If an applicant wishes to make payment through net banking, it is advised to ADD the bank account as a beneficiary at least one day before the admission. This is STRONGLY suggested because quick money transfer via net banking allows only a limited amount of fund transfer.</p> <p>Only after the receipt of the fee in full, the seat for the applicant will be allotted on a provisional basis.</p> <p>Once payment is done, candidates need to send the payment receipt to the designated phone no through WhatsApp /email. (Phone no/email id will be sent to the selected candidates)</p>
f)	Fee structure	<p>The total fee for B.Techprogramme with/without hostel will be acquainted in the online payment portal (TU Prospectus, Page no: 35-36).</p> <p>http://www.tezu.ernet.in/academic/2021/July/Prospectus_TU_Autumn2021.pdf</p>
g)	Internet Connectivity	<p>The candidates are requested to arrange for good internet connectivity during the admission counseling process.</p> <p>If the network connectivity appears poor in the place of residence, the applicants are STRONGLY requested to travel to a nearby place/urban area where network connectivity is expected to be stable.</p> <p>The University and the admission committee will not be responsible for any network connectivity issue on the applicants' end.</p>
h)	Technical Issues	<p>If for some reason, a candidate is unable to join via Google Meet, he/she shall be contacted via other modes of video conferencing/call (Whatsapp, Duo, etc) based on the contact details furnished in the application form.</p> <p>As the last option, the applicant may be called via phone.</p>
i)	Online arrangement	<p>The candidates are required to join the online video chat/meeting via Google meet software.</p> <p>It is essential to have a Google (Gmail) Account to join the meeting via "Google Meet".</p> <p>The software/app is available in the Google Play Store for Android smartphones and the App Store for iPhones. In the case of a laptop or desktop with a webcam connected to the internet, it can be used via any browser like Google Chrome/Mozilla Firefox/Internet Explorer/ Microsoft Edge/Safari, etc. using the link that will be shared with the applicants on the day of the admission.</p> <p>Students who have not used it earlier, are advised to have a self-demo before</p>

		sitting in the admission counseling. Good demos are available on Youtube.
j)	Verification of all documents	<p>The committee may wish to see a 10+2 Mark sheet, Certificate/caste certificate/PRC, etc. (if confusion arises) at the time of online admission. Please keep a copy of it with you.</p> <p>** Affidavits for PRC or caste certificate etc. will NOT be accepted as valid documents at the time of admission. Only, copies of original certificates will be accepted.</p> <p>{As published in the prospectus, Valid PRC/(Caste/Category) certificate in proper format (if applicable)/fulfilling eligibility of Marks (point 3) is a must for admission into B. Tech programme under NE Quota}.</p>
k)	Online notice board	<p>An online Notice board will be made available (Go to admission portal)for the applicants during the admission process, which will be updated in real-time to show the available seats in various branches under various categories.</p> <p>Relevant highlights and important information will also be posted on the online notice board periodically.</p> <p>The link to the Online Notice Board will be shared with the applicants on the day of admission.</p>
l)	Buffer dates	<p>In case of unavoidable circumstances or network issues arising on the University's end, that could obstruct the online process, THE UNIVERSITY RESERVES THE RIGHT, to take a buffer date for the remaining processes scheduled for that particular day and admission dates for the subsequent lists shall be declared by the admission committee and subsequent lists will be shifted to the next working day WITH INTIMATION TO THE STUDENTS (See point 5).</p>
m)	Admission receipt	<p>After confirmation of the seat, the Admission Certificate/payment receipt is to be sent to the student via email.</p>
n)	Seat withdrawal (after taking admission)	<p>Refund of admission fees, in case of cancellation of admission/withdrawal, is subject to cancellation within a specified date as per Tezpur University guidelines.</p> <p>Such students must follow the following points:</p> <p>a) Registration for withdrawal in the TU admission portal:</p> <p>Step 1. Students log in to the panel.</p> <p>Step 2. Student clicks on the Seat Withdrawal button available to the program he/she has taken admission (this is button is available only after payment for Admission)</p> <p>Step 3. He/She has to specify Reason for Seat Withdrawal</p> <p>Step 4. Confirmation and OTP verification will be an additional options to finally submit the form for withdrawal.</p>

		<p>b) Sending of withdrawal receipt to admission committee:</p> <p>Send the withdrawal receipt that he/she receives from the above step should be sent to the admission committee through an email at "bssc2021@tezu.ac.in" at the earliest, with a cc to the controller of Examination, Tezpur University at boral@tezu.ernt.in with a subject line that reads as—</p> <p>"Seat Cancellation B.Tech. (NE))_Your Name_Your TU application number."</p>
o)	Helpline number And email Id	Helpline number and email Id will be sent to the selected applicants via SMS or Email. For general enquiries pls, see point 8.

Affidavit:

- A Gap certificate will have to be submitted by the applicants who have one or more years of gap in the study when they will be invited to the University campus in person.

BSSC 2021, School of Engineering, Tezpur University

***** ALL THE BEST *****