

National Institute of Technology Warangal – 506004

Instructions for reporting by the newly admitting students for provisional admission to MCA Programme of NIT Warangal for the academic year 2022-23

Congratulations to the candidates who got provisional seat allotment for MCA programme at National Institute of Technology, Warangal through NIMCET-2022 for the academic year 2022-23. The candidates are requested to note the following guidelines for physically reporting to the Institute for provisional admission into the MCA programme.

The candidates are informed to report physically **at the PG Counter of the Academic Section** of the Institute for Provisional Admission during 18th and 19th August 2022 during office hours from 9.30 AM to 5.30 PM.

I. You are requested to note the following schedule:

What	How	When
Entering the basic data of the candidate and Uploading the documents	Online in SMILE Module (Link will be provided soon)	16-17, August'2022
Physical reporting at the PG Counter of the Academic Section of the Institute for provisional admission	Offline	18 – 19, August'2022
Orientation	(Venue will be informed by the CSE Department)	22nd August, 2022
Commencement of Class work	Offline (as per the time table notified by the respective Department)	22nd August, 2022

* Contact the faculty advisor for any queries.

- II. The admission is PROVISIONAL subject to production of all required original documents mentioned below at the time of physical reporting to the Institute. Also, at the time of physical reporting to the Institute, if any certificate is found incorrect or the candidate did not meet the special eligibility conditions of our Institute, the admission will be cancelled.
- III. Hostel facilities are available for boys and girls separately inside the campus. The candidates are requested to visit Chief-Warden's office for information regarding hostel allotment and hostel fee payment.
- IV. Please visit our institute website: www.nitw.ac.in for regular updates.

V. **List of documents to be uploaded at the time of reporting**

- a. NIMCET-2022 Seat Allotment Letter
- b. Balance amount of institute payment receipt (payment link will be given below in point VII)
- c. S.S.C / X Class Pass Certificate
- d. Intermediate / 10 + 2 Pass Certificate
- e. B.Sc./BCA/B.Tech Provisional / Degree Certificate (if any)
- f. Course Completion Certificate (Issued by the Head of the Institute, in case of present final year students)
- g. B.Sc. / BCA / B.Tech Marks Sheets / Consolidated Marks Memo
- h. NIMCET-2022 Score/Rank Card
- i. Study and Conduct Certificate
- j. Transfer Certificate
- k. Migration Certificate
- l. Category Certificate (EWS*/OBC-NCL*/SC/ST/PWD)
- m. Aadhar Card
- n. Two Photographs
 - In case of OBC Category, OBC (Non Creamy Layer) Certificate issued on or after 01.04.2022 only is accepted
 - In case of EWS Category, EWS certificate issued on or after 01.04.2022 only is accepted.

NOTE: All the original certificates are to be shown during the physical reporting for verification. Original TC & MC and two sets of Xerox copies of above certificates are to be handed over at the PG Counter.

VI. **Fee Details for M.C.A Program (Excluding Hostel Fee)**

Fee Details	Amount in Rs. (for ALL candidates)
Tuition Fee	35,000.00
Other Fee	41,000.00 (Excluding Convocation Fee of Rs. 2500/-)
Total	76,000.00

Procedure to pay Institute Fee:

The candidates are advised to pay the balance amount of institute fee using the following payment link (Link will be provided soon).

**(Copy the above link and paste in the browser, you will be directed to payment link)
(For making payments do not use mobile app.)**

VII. **Refund policy**

If any candidate wants to cancel his/her allotted seat after reporting to our institute, he/she can submit a request letter for seat cancellation to the Chairman, Admissions. In that case, the candidate should provide the bank account details (Name of the account holder, Account Number, Name of the bank branch, IFSC code) along with the proof (either a copy of cheque leaf or front page of pass book). The account must be in the name of the candidate. Such candidates are eligible to get a refund of Rs.6, 000/- (Six thousand) only. The refund amount will be transferred to the candidate's bank account only after receiving the amount from NIMCET. The tentative time of receiving the amount from NIMCET is

December 2022.

Points of Contact: For Reporting on SMILE Module, please contact; 8332969418

Faculty Advisor for MCA First Year Students: Dr. Sushil Kumar, Assistant Professor,
Dept. of Computer Science and
Engineering, NITW
Email: kumar.sushil@nitw.ac.in
Phone No. 9557677251

Student Volunteers: For any clarifications contact the following:

- a. Mr. Nikunj Verma – 9039759956
- b. Ms. Shaifali Mishra – 8090149558
- c. Mr. Varun Gautam - 9617042730

NOTE

- Please provide correct Email ID and Contact number to avoid bouncing of the confirmation mail.
- Please find the link for the Formats of Undertaking/Self-declaration to upload in the event of non-availability of any certificate. <https://nitw.ac.in/main/Formats/DifferentUndertakings/>
- If any institute does not have the practice of issuing Migration certificate, it can give in writing that it does not issue such certificate (by mail or scanned copy) and the same may be uploaded by the candidate.