

(An Autonomous Institution under MHRD, Government of India)  
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No.Acad/UG/2021/JoSAA/CSAB/002

06.12.2021

## INFORMATION TO THE CANDIDATES FOR ADMISSION TO B TECH PROGRAMMES ALLOTTED BY JoSAA/CSAB-2021

**Congratulations for securing a seat at IIITDM Kancheepuram**  
**IIITDM family welcomes you to the campus**

### 1. All the candidates

- Who had SECURED the seat allotted during JoSAA-2021 rounds but did not pay partial admission fee during 20<sup>th</sup> to 24<sup>th</sup> November, 2021 / Who had secured admission (paid partial admission fee) at allotted Institute through JoSAA round and has been allotted a new seat in Special Round-1, and wants to accept the seat.
- Who have retained/upgraded their seat of JoSAA rounds in CSAB Special rounds I and II
- Who have been allotted fresh seat and confirmed the same in CSAB Special rounds I and II

are required to complete the admission process at IIITDM Kancheepuram during 07<sup>th</sup> to 13<sup>th</sup> December 2021 as detailed in points 2 – 7 below.

- Candidates are required to pay the balance Institute fee as presented in the table below. The particulars of fees are given in Table 1.

Admission category (Fresh / Retained)	GEN, GEN-EWS, OBC-NCL (*)	SC, ST, PwD
Fee to be remitted by the candidate	Rs. 13,450/-	Nil
(*) Any excess amount paid by the students will be refunded / adjusted in the subsequent semester after receiving the fee from CSAB 2021.		

3. The fees as per 2. above may be remitted directly only through SBI e-collect as as detailed below:
- a) Use the link “[State Bank Collect](#)” to go to the SBI e-collect portal (*Portal will be open from 07<sup>th</sup> to 13<sup>th</sup> December, 2021*). Select the following options (Procedure given in **Annexure A**):
    - State of Corporate / Institution: Tamil Nadu
    - Type of Corporate / Institution: Educational Institutions
    - Educational Institutions Name: IIITDM KANCHEEPURAM A/C
    - Select Payment Category: “**B. Tech Admission Fee**”
  - b) Download and print the above transaction proof for submission during both online and physical reporting at the Institute.
4. **Profile Creation, Personal Data Entry and Registration (07/12/2021 – 13/12/2021):**
- a) Please follow the instructions given below carefully and fill up the required details correctly on the online portal.
  - b) Open the portal using the link:[http://iiitdm.ac.in/old/ug\\_admission\\_2021/](http://iiitdm.ac.in/old/ug_admission_2021/)
  - c) Access the data entry portal with your JEE(Mains) Application Number
  - d) **The link will be active from 07<sup>th</sup> Dec (9 AM) to 13<sup>th</sup> Dec (8 PM), 2021**
    - a) **Step 1:** Upload your passport size photograph
    - b) **Step 2:** Upload Copies of all Original Certificates as given in item **No. 5 after merging as a single PDF file (Max. size: 10 MB).**
    - c) **Step 3:** Enter correct data (without spelling mistakes) for all the queries in the student’s data entry form which includes personal, academic, and extracurricular details
    - d) **Step 4:** Verify all the data entered very carefully and submit the form, as EDIT option is not available after submitting the student’s data form.
    - e) **Step 5:** Once the completed student’s data form is submitted onto the portal, Roll No. will be generated.
    - f) **Step 6:** Academic Registration Form and Hostel Registration Form will be generated with Roll No. printed on both.
    - g) **Step 7:** Print both the above forms for future reference.
    - h) **Step 8:** Signed copy of the printed Academic Registration Form and Hostel Registration Form need to be submitted at the Academic office and Hostel office during the time of Physical Reporting.
5. **Certificates/Documents to be uploaded by the candidate in the portal (4. d. Step 2:)**
- i. Printout of Provisional Allotment Letter / Provisional admission letter
  - ii. Seat Acceptance cum Document verification letter issued by Verifying Centre
  - iii. Partial Admission Fee cum Seat Securing Letter
  - iv. Printout of locked choices with Terms & Conditions duly signed by the candidate (CSAB)

- v. Admit Card of JEE(Main)-2021 if available
- vi. Score Card of JEE(Main)-2021
- vii. Photo identity card [issued by govt. agency/last attended school/Class XII admit card]
- viii. Class X Board Certificate as proof of Date of Birth and Name of Candidate
- ix. Aadhar Card
- x. Class XII (Or equivalent) board mark sheet
- xi. Class XII pass certificate
- xii. Transfer Certificate
- xiii. Migration Certificate (if not available submit proof of application / undertaking)
- xiv. **Documents to be uploaded as Proof of Fee Payment are as follows:**
  - Proof of payment **at JoSAA / CSAB** (Proof of seat acceptance fee payment & Proof of admission partial fee payment / Proof for special round participation fee)
  - Proof of payment **at IITDM Kancheepuram (Rs. 13,450/- by GEN/GEN-EWS/OBC-NCL candidates and SC, ST, PwD Candidates are exempted).**
- xv. Category certificate (GEN-EWS/OBC-NCL/SC/ST), to be dated on or after April 1, 2021, if applicable
- xvi. Medical Certificate as per Annexure 7 of JoSAA / CSAB Business Rules
- xvii. Valid PwD Certificate (if applicable), which should be issued from a duly constituted Medical Board.
- xviii. Passport (if the candidate has passed the qualifying examination from outside India)
- xix. Anti-Ragging Affidavit (to be obtained by following Steps 1-3 below):
  - **Step 1:** Student must log on [www.Antiragging.in](http://www.Antiragging.in) or on [www.Amanmovement.Org](http://www.Amanmovement.Org).
  - **Step 2: Choose: Click here to download your Anti-Ragging undertaking and fill up relevant details.**
  - **Details regarding the Institute is given below:**

State in which the College is	<b>Tamil Nadu</b>
Is it a Professional College or a General College	<b>Engineering</b>
Name of the College	<b>IITDM Kancheepuram</b>
Name of Affiliated University	<b>IITDM Kancheepuram</b>
It is Deemed University	<b>No</b>
Director/Principal Family Name	<b>Prof. D V L N Somayajulu</b>
Director/Principal First Name	<b>Prof. D V L N Somayajulu</b>
Director/Principal Gender	<b>Male</b>
College Phone No. 1	<b>91 44 2747 6323</b>
College Phone No. 2	<b>91 44 2747 6300</b>
Batch size	<b>360 (all branches together)</b>
Nearest Police station Name and Address	<b>Thalambur Police Station, Navallur,600130, Kancheepuram, Tamil Nadu</b>

- **Step 3:** On submission, students will receive an undertaking Reference no from [info@antiragging.info](mailto:info@antiragging.info) through email (ATTACH AS THE LAST DOCUMENT (PDF) in the portal.)  
Every student has to submit Anti-ragging Affidavit

6. Above documents 5. (i – xix) have to be uploaded as single PDF file in the student registration portal as per 4.d. Step 2.
7. **Institute Admission Process:** Documents uploaded by the students who have completed the processes 2 – 6 will be verified by the Institute and the status of verification will be informed by email to the students.
8. If any document is found to be missing or invalid, such details will be communicated to those students by email. Their Institute Admission process will be complete only after re-submitting the essential documents.
9. **Online Admission Reporting will be done in CSAB portal during 07<sup>th</sup> to 13<sup>th</sup> December 2021 only for those candidates who complete the Institute Admission process as listed in the points from 1 – 8 above.**
10. **Online Orientation Programme will be conducted on 08<sup>th</sup> and 10<sup>th</sup> December 2021 through Microsoft Teams platform.** The details and the link of the Programme will be shared with the candidates once they complete the Institute Admission process as per point 9 above. Students are also advised to check our website ([www.iiitdm.ac.in](http://www.iiitdm.ac.in)) for further updates.
11. **First Semester (Jul-Dec 2021) classes will begin from 13<sup>th</sup> December 2021 in online mode.** Time Table, online platform (Teams/G Meet) and the link for attending the respective classes will be shared after Semester Registration.

**Table I – Particulars of Institute Fee Payment**

<b>Total Fee for the Institute</b>	<b>GEN, GEN-EWS, OBC-NCL</b>	<b>SC, ST, PwD</b>
(which includes Institute, Hostel semester Fees (Excluding of Advance Dinning charges *).	<b>Rs. 84,450/-</b>	<b>Rs. 24,450/-</b>

\* Advance Dinning Charges, as applicable, shall be payable at the time of physical reporting

**Contact Addresses**

<b>Joint Registrar (Academics)</b>	<b>Admission i/c</b>	<b>Superintendent (Academics)</b>
Mr. R Gunasekaran	Dr. B. Chitti Babu	Ms. Rajalakshmi
Tel: 044-27476312	Tel: 044-27476377	Tel: 044-27476323
Fax: 044-27476301	Fax: 044-27476301	Fax: 044-27476301
E-mail: jr-acads@iiitdm.ac.in	E-mail: bcbabu@iiitdm.ac.in	E-mail: academics@iiitdm.ac.in
Mobile: 9940032554	Mobile: 9840126942	Mobile: 9087231161

**There is no physical reporting and physical verification of certificates and the admission is provisional until physical verification of all the documents is performed at the Institute Campus.**