



**Important Information for the Candidates who are
Going to Report at NIT Sikkim for M.Tech. & M.Sc. Admission
through CCMT & CCMN-2024**

**Physical Reporting of CCMT & CCMN Candidates
(06th August 2024 to 12th August 2024)**

Reporting Venue

Academic Building, NIT Sikkim, Ravangla

- (1) Candidates are hereby advised to report between 06th to 12th August, 2024.
- (2) Candidate has to come with all original documents AND one set of self-attested photocopies of all documents.

For any type of query candidates can contact the following persons,

1. Dr. Aurobinda Panda
Faculty In-Charge, CCMT & CCMN -2024
Mob.7479013208

2. Mr. Ram Nepal
Assistant Registrar (Academics)
Mob.9734122366

ADMISSION INSTRUCTIONS FOR M.Tech. and M.Sc.
(Seat Allotted in NIT Sikkim through CCMT/CCMN-2024)

- 1. All candidates who have been allotted a seat in various disciplines of M.Tech. programs and M.Sc. in Chemistry at NIT Sikkim through CCMT/CCMN 2024 are required to fill the admission form, pay the remaining Institute fee and upload the essentials documents from 6th August (7:00 PM) to 12th August 2024 (midnight) using the following link:**

<https://nitsikkimadm.samarth.edu.in/index.php/>

- 2. Students have to arrange the following documents before filling the online form. The format of documents must be in ‘jpeg, jpg,pdf’ and size- 10 KB - 500.00 KB**
 - a. Document Verification-cum-Seat Acceptance Letter.
 - b. Provisional Seat Allotment letter
 - c. 10th Standard/Matriculation Mark Sheet.
 - d. Mark Sheet & Pass Certificate of qualifying examination (Class XII) or equivalent ***(merged together)***
 - e. Migration Certificate
 - f. Identity proof: Aadhar/Voter ID
 - g. Medical Certificate [as per CCMT/CCMN format]
 - h. Certificate of category (SC/ST/OBC-NCL), [as per CCMT/CCMN format] if applicable
 - i. Certificate for Persons with Disabilities (PwD), [as per CCMT/CCMN format] if applicable
 - j. Recent color passport size photo (jpeg .jpg format)
 - k. Scanned Signature (jpeg .jpg format)

3. After completing the payment and online form submission, candidates have to physically report at NIT Sikkim, Ravangla Campus **between 7th and 12th August 2024 (9:00 AM to 5:00 PM)** along with ORIGINAL DOCUMENTS and one set of self-attested photocopies of the following documents and declarations/certificates (Format- I);

- I. Print copy Application form generated from the Admission portal.
- II. Provisional Admission letter/ Online Document Verification Certificate (ODVC) in original received from CCMT/CCMN 2024 showing fees paid.
- III. Self-attested GATE/JAM score card
- IV. Photo ID proof as per Govt. of India norms
- V. Class X Mark sheet and pass certificate
- VI. Class XII (or equivalent) Mark sheet and pass certificate
- VII. Grade/Mark sheets of qualifying examination for all semesters
- VIII. Degree/ Provisional certificate, if degree is completed. If result of qualifying degree is awaited, an undertaking and a certificate of course completion from the institute/university last studied must be provided as per CCMT/CCMN-2024 format.
- IX. Recent Scheduled Caste / Scheduled Tribe/ Physically Handicapped / OBC-NCL / EWS certificate (eligibility as per declaration by GOI) for claiming reservation. The date of issue of the OBC/EWS/PWD certificates should be as per CCMT-2024 guidelines.
- X. Proof of payment of remaining Institute fee.
- XI. Migration/Transfer certificate of last Institute/ University attended
- XII. Conduct Certificate from the Head of the Institution last attended
- XIII. Recent passport size color photograph (Need to submit softcopy of photograph at the time of admission)
- XIV. Medical Certificates {as per CCMT/CCMN Format}
- XV. Student Undertaking (**Annexure-I**)

Note:

- Students who are not having Migration/Conduct/ Transfer Certificate are required to submit the undertaking form as given in **Annexure** for submitting the certificates **latest by 30th September 2024**.
- After the last withdrawal/cancellation date of CCMT 2024, if an admitted student cancels admission/withdraws/leaves the Institute without completing the entire programme, the fee will be refund as per Institute norm.

For further details on admission queries please contact:

- Dr. Aurobinda Panda, Admission In-charge (CCMT & CCMN 2024), NIT Sikkim, Mob: 7479013208
- Mr. Ram Nepal, Assistant Registrar (AC), NIT Sikkim, Mob. 9734122366

4. Regarding Institute Balance Fees and mode of Payment for CCMT Candidates

Types of Fee		General/OBC	SC/ST	<u>Mode of payment</u>
(A) Total Institute Fee (For 1st Semester)		Rs. 51,981/-	Rs.16,981/-	
(B) Fee already paid to CCMT	SAF	Rs. 30,000/-	Rs. 10,000/-	
	PAF	Rs. 10,000/-	Rs. 5,000/-	
Remaining Institute Fee to be paid before reporting at NIT Sikkim		General/OBC	SC/ST	
Institute Fee (A-B)		Rs. 11,981/-	Rs. 1981 /-	The payment of Institute, Hostel fee and Bus charges has to be paid through Samarth Portal under Payment Tab.
Hostel Fee (For 1st Semester)		Rs. 16,750/-	Rs. 16,750/-	
Note: 1. Not applicable for Day scholars				
Remaining Fee to be paid during physical reporting				
For Hostellers		Rs.28,161 /-	Rs. 18,161 /-	
For Day Scholars		Rs. 11,981/-	Rs. 1981 /-	
Bus facility is optional and applicable for boys only		Rs. 1743 /- per semester		

Extra Fee:

- (a) Mess food charges of Rs. 20,000/- per semester. (For payment of Mess Fee- See Pg- No. 6)

5. Regarding Institute Balance Fees and mode of Payment for CCMN Candidates

Types of Fee		General/OBC	SC/ST	<u>Mode of payment</u>
(A) Total Institute Fee (For 1st Semester)		Rs. 25,351/-	Rs.17,851/-	
(B) Fee already paid to CCMN	SAF	Rs.15,000/-	Rs.10,000/-	
	PAF	Rs. 10,000/-	Rs. 5,000/-	
Remaining Institute Fee to be paid before reporting at NIT Sikkim (11th August 2022 to 18th August 2022)		General/OBC	SC/ST	
Institute Fee (A-B)		Rs. 351 /-	Rs. 2851 /-	The payment of Institute, Hostel fee and Buss charges has to be paid through Samarth Portal under Payment Tab.
Hostel Fee (For 1st Semester) Note: 1. Not applicable for Day scholars		Rs. 16,750/-	Rs. 16,750/-	
Remaining Fee to be paid during physical reporting				
For Hostellers		Rs.17,101 /-	Rs. 19,601 /-	
For Day Scholars		Rs. 351 /-	Rs.2851 /-	
Bus facility is optional and applicable for boys only		Rs. 1743 /- per semester		

Extra Fee:

- (a) Mess food charges of Rs. 20,000/- per semester. (For payment of Mess Fee- See Pg- No. 6)

MESS FACILITIES:

Boys & Girls Mess: The Boys & Girls mess are run by a mess contractor authorized by the Institute. Resident students must have to avail the food at the Institute run mess. **The mess fee per semester is Rs. 20,000/- (Rupees Twenty Thousand).**

Students are advised to pay the mess fee separately through online mode, preferably using SBI payment gateway and the link is available in the institute website. (www.nitsikkim.ac.in >Admission >Fee Structure > Online payment gateway for Mess Fee > **New Admission**) Or Can digitally transfer at THE CHIEF WARDEN NIT SIKKIM account of the Institute RO through QR as given below:

Name: The Chief Warden NIT Sikkim
Account No: 31337552052
Account type: Current a/c
Account type: Current a/c
IFSC: SBIN0007218
Bank: State Bank of India
Branch: Ravangla



For any kind of queries related to admission, you may contact:

pg.admission@nitsikkim.ac.in

Contact No: 7479013208/9734122366 (9:00 AM to 5:00 PM)

Issued with the permission of the competent authority:

Sd/-

Dean Academic

STUDENT UNDERTAKING

(To be printed and signed in the non-judicial stamp paper of Rs.50 OR Above)

I, _____
____ (full name of student with JEE (Main)/ GATE/ JAM Application No.) S/D/o Mr./ Ms.
_____, having been admitted to **National Institute of Technology Sikkim** is hereby abide by undertaking on this affidavit:

1. I do undertake that concealment of any material fact in my application/ production of false documents/ temperament or furnishing of wrong information which might be detected at any stage even after my admission may render me disqualified and any amount paid by me towards institution fees etc. may stand forfeited.

2. I hereby do undertake to devote myself to studies, games and such extramural activities as are recognized by the Institute authority during my stay at the institute and shall appear all the classes/ class tests / seminars / quizzes/ mid semester examinations and end semester examinations. I shall respect and abide by all the rules/regulations of the Institute as amended from time to time

3. I agree to abide by all the provisions as laid down in the regulations for the programme in which I am admitted to. The decision of the Institute with regard to the academic and related matter is final and will be binding on me. I shall not participate in any move to create group / class / community / regional / anti India feeling amongst the students. I am aware of the rules regarding ragging / harassment of juniors and female students as well as the punishments thereof. I undertake that if found guilty of the above, I shall be liable for punishment as deemed fit by the Institute authority. I also understand that I shall cooperate with the authority in curbing ragging / harassment including reporting the incidents of ragging / harassment to Institute authority, failing which disciplinary action as per rule will be initiated against me. I shall always carry my identity card and will produce where ever / whenever asked for and shall behave decently and shall abide by the rules in order to maintain peace and harmony within and outside the Institute during my entire stay at this Institute.

4. I do clearly undertake that my name may be removed from the Roll of the Institute or I may be finally rusticated or expelled from the institute, if I directly or indirectly take part in any movement or agitation to stage Dharna and Strike in the institute for any reasons whatsoever, or which induces directly any other activity that in the opinion of the institute is subversive of institute's discipline.

5. I hereby declare that I was never involved or punished in any case of indiscipline during my School/College career so far. There is no enquiry pending against me with the School/College/Police/District authorities or any other relevant authority in India or Abroad. In case the above declaration is proved false, then my admission in the National Institute of Technology, Sikkim may be cancelled, the amount deposited be forfeited, and I would not be entitled to any claim whatsoever on the account.

6. I hereby solemnly affirm that, I understand that commensuration with the gravity of the offence, the punishment may be reprimand, fine and expulsion from the hostel, debarment from an examination, rustication for a specified period or even outright expulsion from the Institute. I clearly understand that under the continuous learning cum evaluation system of the Institute attendance in class is compulsory and I shall be debarred from appearing and semester examination on ground of unsatisfactory attendance record and academic performance.

7. I, do hereby undertake to pay the fees of the Institute like semester registration fee, tuition fee, other Institute fee etc within the stipulated time at the beginning of each semester, as notified by the Institute.

Date:

Signature of Candidate

DECLARATION BY THE PARENT

- I. I certify that my son/daughter/ward seeks the admission with my knowledge and consent that I held myself responsible for his good conduct, maintenance of discipline, during the period he/she is on the Institute Rolls.
- II. I do undertake to ensure that my son / daughter / ward will not contravene the laws of India in any form. I shall continuously monitor his / her academic progress and keep contact with his / her Head of the Department in every semester.
- III. I do agree to meet the expenses as fixed by the Institute which may be enhanced from time to time during the period of study of my son /daughter/ ward
Mr/Miss.....for the entire course at the Institute

I have carefully studied the above undertaking and sign herein,

Date:

Signature of Parents / Guardians

Permanent Address:

Name of Parents

Pin Code:

Phone/Mobile:

Email:

Undertaking for Incomplete documents

(For Migration/Transfer/Conduct Certificate)

I, Mr./Ms. _____, Roll No. _____ hereby undertake that, I am a bonafide student of _____ (name of institute/college/University) and have completed the degree of _____ in _____(branch/specialization). I will produce the TC/ Conduct / Migration etc. on or before **September 20, 2024**, failing which my admission shall stand cancelled and all fees paid will be forfeited. I will not appeal to the Institute authority for further extension of date for submission of my result.

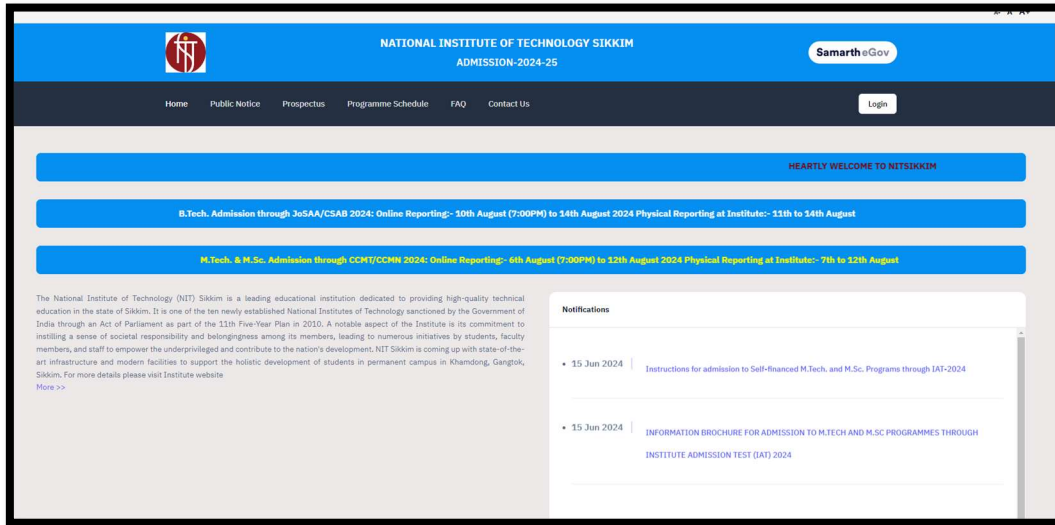
Date:

Signature of the candidate

STEPS FOR FILLING THE ONLINE APPLICATION FORM ON ADMISSION PORTAL

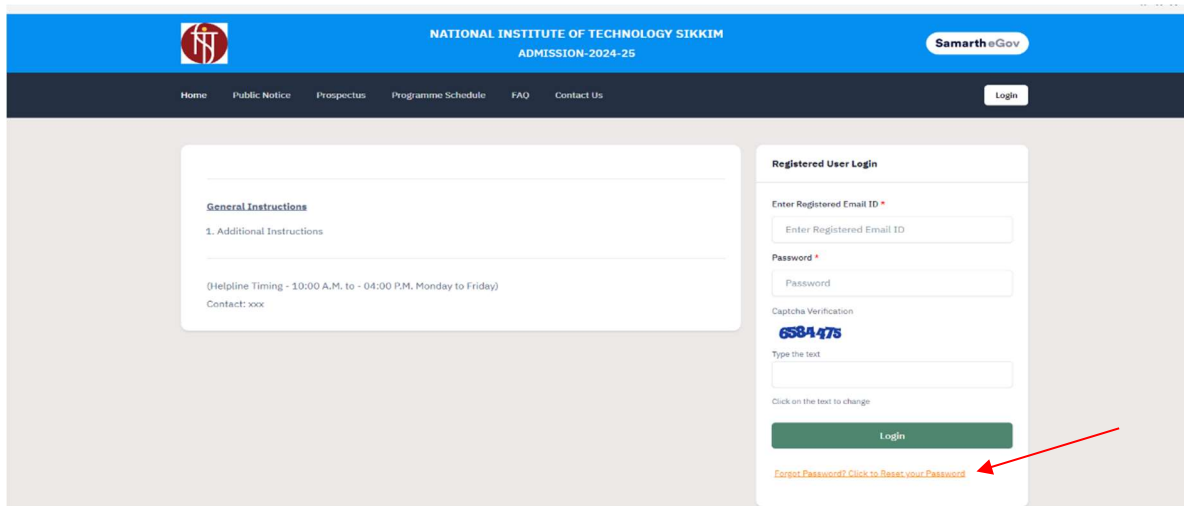
Step 1: Click on the link <https://nitsikkimadm.samarth.edu.in/index.php/>

The following page will be displayed.

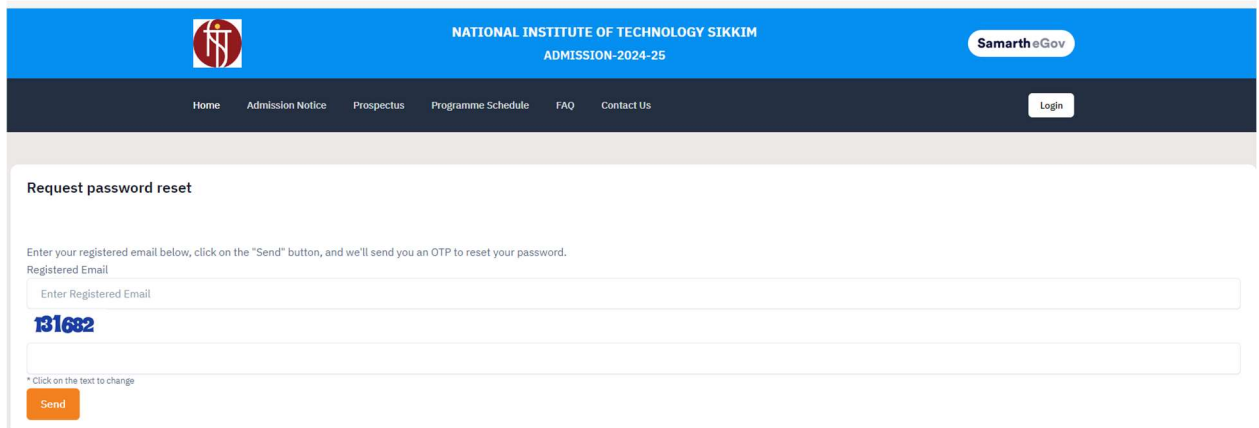


Step 2: Click on Login button.

- **Click on Forget Password.**
- Enter your Email ID (as mentioned in the JOSAA/CSAB/CCMT/CCMN 2024 portal at the time of registration). The password will be sent to your registered Email ID.



Step 3: Enter **OTP will be received in your registered email** and set a new password of your own.

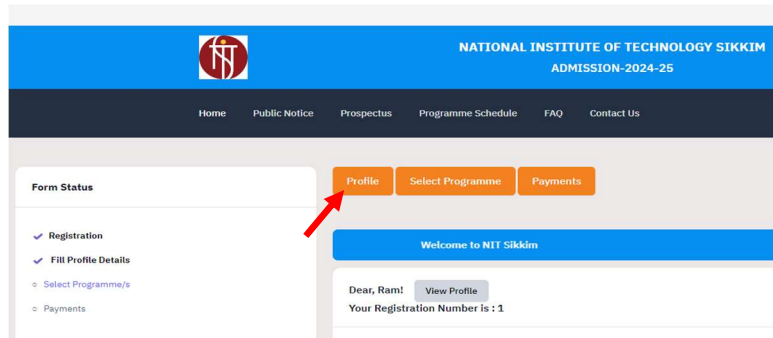


The screenshot shows the 'Request password reset' page. At the top, there is a blue header with the NIT Sikkim logo, the text 'NATIONAL INSTITUTE OF TECHNOLOGY SIKKIM' and 'ADMISSION-2024-25', and a 'SamartheGov' button. Below the header is a dark navigation bar with links for 'Home', 'Admission Notice', 'Prospectus', 'Programme Schedule', 'FAQ', and 'Contact Us', along with a 'Login' button. The main content area is titled 'Request password reset' and contains the following text: 'Enter your registered email below, click on the "Send" button, and we'll send you an OTP to reset your password.' Below this is a 'Registered Email' label and a text input field containing 'Enter Registered Email'. A blue OTP '131682' is displayed below the input field. A note says '* Click on the text to change' with a small icon. At the bottom of the form is an orange 'Send' button.

Step 4: Sign in with following credentials, **USERNAME:** Registered Email **PASSWORD:** Enter your password as created by you in Step 3.

Step 5: After Login, Dashboard Screen opens up which has an “PROFILE” button.

Step 6: Click on the "PROFILE" button to **Update** the basic profile. Candidates are required to fill profile details to complete the profile. Please note that all the details should be filled carefully.

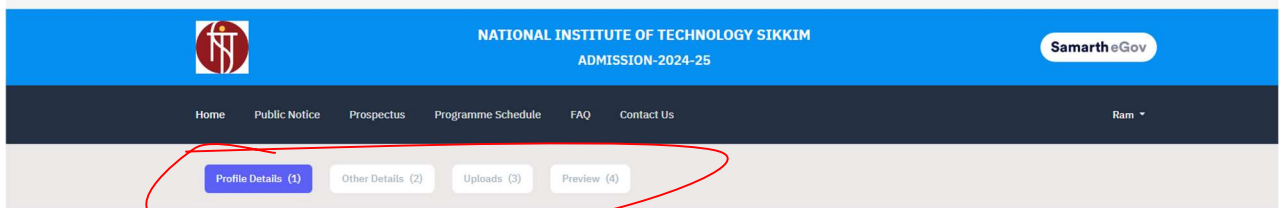


The screenshot shows the dashboard after login. The header and navigation bar are the same as in Step 3. Below the navigation bar, there are three orange buttons: 'Profile', 'Select Programme', and 'Payments'. A red arrow points to the 'Profile' button. Below these buttons is a blue banner that says 'Welcome to NIT Sikkim'. Underneath the banner, it says 'Dear, Ram!' followed by a 'View Profile' button and 'Your Registration Number is : 1'. On the left side of the dashboard, there is a 'Form Status' section with a list of items: 'Registration' (checked), 'Fill Profile Details' (checked), 'Select Programme/s' (unchecked), and 'Payments' (unchecked).

Step 7: After complete of online form, review it and click on ‘**Submit Profile**’ button.

- Popup message displayed: *“No modification is allowed once a profile is submitted. After submission, applicants can’t edit these basic profile details”.*
- Mark the checkbox against declaration and click on Submit which will direct the applicant to the dashboard with completed profile (Basic profile details).

Step 8: Click on next to proceed with the form.



Step 10: Candidates are required to complete the details as required in the **Other Details** and **Uploads** tabs.

- Upload NECESSARY DOCUMENTS AS INSTRUCTED IN THE ADMISSION NOTICE. The size and format of each document are also instructed in the notice. The Income certificate and affidavit is not applicable for PG students/ UG having family income more than 5 lakh/ SC/ST/PwD and other students who does not have an income certificate during the time of online reporting then they should upload a blank page.
- After completing personal details, you are required click on the “Confirm and Lock”.

Step 11: You will be re-directed to Program selection page. The program will be auto filled as per the allocation by the respective board.



If not auto selected, Select your allotted program by respective seat allocation boards (JOSAA/CSAB/CCMT/CCMN/IAT) under;

- Undergraduate Programmes
- Postgraduate Programmes

Study Centre/OU: **Select respective Department.**

Step 12: Click on Preview to see the preview of the application. After previewing, download the application form and take the print of the same for future reference.

Candidate have to wait till the admin assigned the appropriate fee. Pls note the UG students who have claimed the tuition fee remission, the fee will be assigned as per the category, else full fee will be assigned to complete the admission.

Step 13: After the verification, Admin will assign the applicable fee to the candidate. The time period for such approval may vary from 1 to 10 Hours considering the night time. The candidate needs to re-login and pay the assigned fee. After the payment, the candidate has to take the print copy of money receipt for future reference.

Step 14: Click on Preview to see the preview of the application. After previewing, download the application form and take the print of the same for future reference.

Note: *Candidates are instructed to fill the information carefully as per your documents. As the candidates will not be allowed to change it later. In case, some document is pending then upload a blank page. Print the form and bring at the time of physical reporting. For any queries related to online filling of form, kindly send an email to pg.admission@nitsikkim.ac.in.*