भारतीय प्रौद्योगिकी संस्थान रोपड़
INDIAN INSTITUTE OF TECHNOLOGY ROPAR
Main Campus, Rupnagar, Punjab-140001
दूरभाष / Tele: 01881-230139, 230140, 230141,

Date: 04.07.2019

INFORMATION TO STUDENTS JOINING M.Sc. PROGRAMME AT IIT ROPAR FOR THE ACADEMIC YEAR 2019-20

Dear Students,

Congratulations for choosing Indian Institute of Technology Ropar for your studies. I am glad to inform you that you have been **PROVISIONALLY** selected for admission to the M.Sc. programme at this Institute. On behalf of the Institute, I extend you a hearty welcome to our Institute. I hope that your stay at this Institute will be pleasant and memorable.

You must report at the Institute along with your original certificates for confirmation of admission and orientation program as per the instruction given below:

1. **Reporting / Hostel Allotment :**
   You are required to report on 23rd July 2019 (Tuesday) at Satluj/Beas Hostel (Boys) and Raavi Hostel(Girls) from 8.00am to 1.00pm. Rooms will be allocated subject to payment of Hostel Fees. Please visit www.iitrpr.ac.in for the details of hostel allotment and fees to be paid.

2. **Registration Schedule:**
   Registration shall start at 2:00 PM on 23rd July, 2019 (Tuesday) at M6, S. Radhakrishnan Complex, Main Campus, IIT Ropar. Registration forms are attached herewith, you are required to download the forms, fill it and submit on the date of Registration.

3. **Orientation & Induction Programme** :
   The Orientation & Induction Programme for the newly admitted students is scheduled from 24th July 2019 to 31st July 2019. The orientation programme is scheduled on 24th July 2019 from 10.00am to 1.00pm at S Radhakrishnan Block. The parents/guardians of the students may join for the programme. Please note that participation of the student in the Orientation & Induction Programme is mandatory. For further details please visit: http://www.iitrpr.ac.in/ismp/

4. **Commencement of Classes:** Classes will start from 01.08.2019 (Thursday).
5. **Fees to be paid for Hostel/Mess Fees.**

Hostel/Mess Fees : Rs.29,000/-
The above Hostel/Mess Fees is to be paid through SB collect option as per following procedure:- 1. Go to onlinesbi.com 2. Select SB collect 3. Tick the term and conditions and continue 4. Select state –Punjab 5. Select Educational Institute—IIT Ropar

6. Select the option for paying the academic fees.

i) Hostel/mess fees for M.Sc.2019 new admission

7. Pay the requisite fee.
8. Submit the receipt of fees on the day of reporting i.e 23rd July 2019.

Looking forward your joining at IIT Ropar.

With best wishes,

Deputy Registrar (Academics)

Checklist of Documents Required at the time of Registration by M.Sc. students joining in Academic Year 2019-20

Note: **Please arrange all the documents according to the following serial number.**

1. Class X certificate and mark sheet (Original and one attested copy)
2. Class XII certificate and mark sheet (Original and one attested copy)
3. Category certificate wherever applicable.
4. Graduation marks card (all semesters) and degree/provisional degree
5. JAM 2019 Score Card
6. Nationality Certificate
7. 5 Passport size coloured photographs
8. Copy of Aadhar Card of student taking admission.
9. Receipt of the fees payment made to IIT Ropar.
10. Undertaking (format already provided with the provisional admission letter)
11. Medical Certificate (format already provided with the provisional admission letter).

PLEASE DOWNLOAD THE FOLLOWING FORMS

Fill up these forms and get them signed by your Guardians/ Parents wherever applicable.

Please carry these completed forms to IIT Ropar to be submitted during Registration.

FORM "A"

INDIAN INSTITUTE OF TECHNOLOGY ROPAR

Paste Passport Size Photograph

1. Name of the Student In English (Capital letters) : _____

2. Name of the Student (In Hindi) : _____

3. Date of Birth (DD/MM/YYYY) : _____

4. Category (Gen/OBC/SC/ST) : _____

5. E-mail ID : _____

6.Mobile No. : _____

7. Aadhaar Card No of student : _____

8. Entry Number: (to be filled at the time of registration) : _____

9. Blood Group (A,AB,B,O)(RH+/-) : _____

10. GATE Details : GATE Registration No.:_____ GATE Score: _____

11.Gender (M/F) : _____

12. Medium of Instruction at School (Tick one) : () Hindi () English () Other language (Please specify) : _____

13.Physically Handicapped : _____

a) If Yes, type of Disability : _____

14. Detail of Parents /Guardian:

Name of Father	:	_____	Name of Mother	:	_____
Valid Email ID	:	_____	Email ID	:	_____
Mobile No.	:	_____	Mobile	:	_____
Landline	:	_____	Landline	:	_____
Occupation	:	_____	Occupation	:	_____
Annual Income	:	_____	Annual Income	:	_____
Aadhaar Card No	:	_____	Aadhaar Card No.	:	_____

15. Parent's Address:

a) Permanent:	(b) Correspondence:
_____ _____ _____ Pin Code:_____	_____ _____ _____ Pin Code:_____

16. Nearest Railway Station : _____
(to the current residential address

Nearest Airport : _____
(to the current residential address)

17. Contact Person (in case of emergency): (please tick one of the three below)

☐ Parents as in Sl. No.14
☐ Others: Give detail

Name: _____
Address: _____
_____
_____
_____
Mobile No.: _____
E-mail: _____

I hereby undertake that all the above information provided by me is correct to the best of my knowledge and belief.

(Signature of the Student)

Signature of the Parents

Signature of Father : _____

Signature of Mother : _____

Signature of Guardian : _____

Note:

1. In case of any change in address and/or telephone numbers, parents are requested to kindly intimate the same in writing or by e-mail to the PG Section aracademics@iitrpr.ac.in
2. The spelling of the name written (in English) above will appear in your degree certificate; therefore, you are requested to kindly write your name without any mistake.

Form "B"

INDIAN INSTITUTE OF TECHNOLOGY ROPAR

Undertakings by the Parents and the Student

1. Undertaking of awareness of medical facilities at I.I.T. Ropar Hospital

I,…….. Father /Mother / Guardian of Mr./Ms …….. Entry No: ……..... hereby declare the following in respect of my ward to be admitted to any of the programmes of study at IIT Ropar.

I am aware of the following facts:

(i) IIT Ropar Health Centre is located in the campus and run by IIT Ropar for its community has limited facilities.

(ii) The IIT Ropar Health Centre may not be adequate for treatment of any patient with chronic or serious ailments.

(iii) It is the responsibility of the guardian to take care of their ward for treatment outside the campus.

(iv) Each student would be provided a limited health insurance through a professional company. However, the dealing with that company would be entirely the responsibility of the student. IIT Ropar in no way would be responsible for any dispute/discrepancy.

Despite the best efforts on the part of IIT Ropar, if any untoward thing happens to my ward, I shall not hold the Institute accountable for the same and will not seek any financial help or compensation for the same from any court of law.

Date: _____

Signature of the Parent/Guardian **Signature of the Student**

2. Undertaking by the student for not owning and/or using motor driven vehicles on IIT Ropar campus(for hostel residents only) :

I, ……..,son/daughter/ward of Mr./Ms…… Entry No:……..hereby give an undertaking that I will not own/drive motor driven vehicle for commuting inside the IIT Ropar transit / main campus during my stay at IIT Ropar. If at any stage I am found to violate the above undertaking my hostel seat will stand automatically cancelled without assigning any reasons. I also undertake that any visitor bringing a vehicle would follow guidelines for registering the vehicle at the hostel security and I would be liable for punishment for any violation on this account.

Date:_____

Signature of the Parent/Guardian **Signature of the Student**

Undertaking for not indulging in any kind of ragging and indecent behavior

I, ……..……..…..,……son/daughter/ward of Mr./Ms…….…….…….…….. Entry No: ……..…….. hereby give an undertaking that I will not indulge in the following acts:

- Any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student;
- Indulging in rowdy or indiscipline activities by any student or students which causes or is likely to cause annoyance , hardship, physical or psychological harm or to raise fear or apprehension thereof in any fresher or any other students;
- Asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student;
- Any act by a senior student that prevents, disrupts or disturbs the regular academic activity of any other student or a fresher;
- Exploiting the services of a fresher or any other student for completing the academic tasks assigned to an individual or a group of students.
- Any act of financial extortion or forceful expenditure burden put on a fresher or any other student by students.
- Any act of physical abuse including all variants of it: sexual abuse, homosexual assaults, stripping, forcing obscene and lewd acts, gestures, causing bodily harm or any other danger to health or person;
- Any act or abuse by spoken words, emails, post, public insults which would also include deriving perverted pleasure, vicarious or sadistic thrill from actively or passively participating in the discomfiture to fresher or any other students;
- Any act that affect the mental health and self-confidence of a fresher or any other student with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student.
- Any act of physical or mental abuse (including bullying and exclusion) targeted at another student (fresher or otherwise)on the ground of colour , race, religion , caste, ethnicity , gender (including transgender), sexual orientation , appearance , nationality, regional origins, linguistic identity, place of birth, place of residence or economic background.

Date: _____

Signature of the Parent/Guardian **Signature of the Student**

Form "C"

INDIAN INSTITUTE OF TECHNOLOGY ROPAR

Undertakings by the Parents and Student

Undertaking of awareness of academic rules at IIT Ropar

I, ……., son/daughter/ward of Mr./Ms…… Entry No: ……. have received the "Handbook of Information for the Academic year 2019-2020. I hereby give an undertaking that I shall abide by the rules and regulations of the Institute in general and specifically the regulations stated in the Handbook of Information and any modifications to those, which may be duly notified by the competent authority.

Date: **Signature of the Student**

Signature of the Parent/Guardian

Undertaking /Self Declaration for Vaccination

I……Father of /Mother of ……. Entry No…… Department…… do hereby undertake that my ward has been immunized for the following:

Typhoid, MMR, Hepatitis A & B, Chickenpox and the other vaccination after the birth of a child.

Signature of Parents

1.

2.

FORM "E"

INDIAN INSTITUTE OF TECHNOLOGY ROPAR

THE HONOUR CODE

I, _____, Entry No.: _____, do hereby undertake that as a student at IIT ROPAR:

(1) I will not give or receive aid in examinations; that I will not give or receive unpermitted aid in class work, in preparation of reports, or in any other work that is to be used by the instructor for purposes of evaluation; and

(2) I will do my share and take an active part in seeing to it that others as well as myself uphold the spirit and letter of the *Honour Code*.

I realize that some examples of misconduct which are regarded as being in violation of the *Honour Code* include:

- copying from another's examination paper or allowing another to copy from one's own paper;
- unpermitted collaboration;
- plagiarism;
- revising and resubmitting a marked quiz or examination paper for re-grading without the instructor's knowledge and consent;
- giving or receiving unpermitted aid on take-home examinations;
- representing as one's own work the work of another, including information available on the Internet; and
- Giving or receiving aid on an academic assignment under circumstances in which a reasonable person should have known that such aid was not permitted.
- Committing a cyber offence, such as, breaking passwords and accounts, sharing passwords, electronic copying, planting viruses, etc.

I accept that any act of mine that can be considered to be an *Honour Code* violation will invite disciplinary action.

Date: _____ Student's Signature: _____

Name: _____

Entry No.: _____

NOTE TO STUDENT

Submit one signed copy at the Registration Desk.
Keep one signed copy with you.

FORM "F"

INDIAN INSTITUTE OF TECHNOLOGY ROPAR

INSURANCE SCHEME OF IIT ROPAR
FORM FOR NOMINATION BY STUDENTS

Name of the Student: _____

Entry No.: _____

Programme: _____

Father's Name: _____

Permanent Address: _____

_____

I, having been covered, under the Insurance Scheme of I.I.T. Ropar, hereby nominate the persons mentioned below, who are members of my family, to receive the amount of insurance in the event of my death.

Name and address of	**Relationship with student**	**Age**
1st Nominee: _____	_____	_____
_____		
_____		
_____		
2nd Nominee: _____	_____	_____
_____		
_____		
_____		

_____ Signature of the student: _____
(Date)

Present Address: _____
(of the student)

_____

_____

Witness signatures *(other than nominee)*

1. Signature: _____ Name: _____

2. Signature: _____ Name: _____

(In capitals) *(In capitals)*
Address: _____ Address: _____

_____ _____

FORM "G"

INDIAN INSTITUTE OF TECHNOLOGY ROPAR

BENEVOLENT FUND SCHEME
FORM FOR NOMINATION BY STUDENTS

I hereby nominate the person mentioned below, who is a member of my family, to receive amount of out-right "grant" as per prescribed rate laid down in the Benevolent Fund Scheme Rules (BFSR) in the event of my death due to an accident while undergoing studies at the Institute.

Name and Address of the Nominee	**Relationship with Member-Student of BFSR**	**Age**

Dated this _____ day of _____at IIT Ropar, Punjab 140111.

Student's Signature:-_____

Entry No.: _____

Student's Name: _____

FORM "H"

INDIAN INSTITUTE OF TECHNOLOGY ROPAR

Undertaking from the students as per the provisions of anti ragging verdict by the Hon'ble Supreme Court

I, Mr./Ms……Entry No:…….. Programme:……Department…….. Student of Indian Institute of Technology, Ropar do hereby undertake on this day……month……. year…….. the following with respect to above subject.

1) That I have read and understood the directives of the Hon'ble Supreme court of India on anti-ragging and the measures proposed to be taken in the above references.

2) That I understood the meaning of Ragging and know that the ragging in any form is a punishable offence and the same is banned by the Court of Law.

3) That (a) I have/ (b) I have not found or charged for my involvement in any kind of ragging in the past. In case of (a), I will inform in writing to the Dean of Students before registration. In case of (b), I undertake to face disciplinary action/ legal proceedings including expulsion from the Institute if the above statement is found to be untrue or the facts are concealed, at any stage in future.

4) That I shall not resort to ragging in any form at any place and shall abide by the rules/ laws prescribed by the Courts, Govt. of India and the Institute authorities for the purposes from time to time.

…….. Signature of the Student

Name: ……..

I hereby fully endorse the undertaking made by my child/ ward.

…….. Signature of Mother/ Father/ Guardian

Witness: ……

INDIAN INSTITUTE OF TECHNOLOGY ROPAR

FORM "I"

IT Policy Guidelines

I, Mr./Ms……Entry No:……..
Programme:……Department…….. Student of Indian Institute of Technology, Ropar do hereby undertake on this day……month……. year…….. the following with respect to above subject.

All users utilizing the IIT Ropar's computing resources needs to adhere to the following policy guidelines:

1. All users will follow IIT Ropar's acceptable usage policy.
2. All users will follow the usage policy of Google Apps, which can be found at: http://www.google.com/apps/intl/en/terms/use_policy.html

IIT Ropar's acceptable usage policy:

- Please understand that IIT Ropar provides computing resources for academic purposes. You are expected to follow your good judgment in the use of all computing resources. In case of any doubt, please do not hesitate to contact the faculty for help.
- You may only use the computing resources (computers, accounts, files) for which you have authorized access.
- You cannot use another user's account for any purpose.
- You have the responsibility for all usage of the computing resources assigned to you, such as – computers, network addresses or ports, software and hardware. Hence, you can be held accountable for inappropriate usage.
- The institute uses software from third-party vendors. It is bound by licensing agreements with these vendors. As an official user, it is expected that you will honour and comply with all such agreements.
- You must not develop any software, process or command that aims to cause harm to the institute's computing resources.
- Please make every effort to safeguard your login and password information. You must respect the privacy rights of all other users.
- Please understand that the computing resources provided to you are subject to monitoring by the IIT Ropar administration, when applicable.
- All users must use all computing resources at IIT Ropar in accordance with the Government of India's Information Technology Act. For further details on the act, please visit: http:// www.mit.gov.in/content/information-technology-act

Date: **Signature of the Student**