

**Academic Affairs Office
Indian Institute of Technology Roorkee**

No.IITR/UG/Admission-Registration/2021/1221

Date: Nov.12, 2021

Notification: UG- I Year Admission Registration 2021-22

UG-I-year Admission-Registration 2021 to be carried out according to the schedule and process as enumerated in the succeeding paragraphs. Candidates are advised to read the Notice carefully before proceeding for the admission registration process:

1. **Schedule-** Candidates are advised to take note of the following important dates:
 - (a) **Last date for online fee submission by candidates** - From **Nov. 18, 2021 (11:00 am)**
to **Nov 23, 2021 (upto 05:00 pm)**
 - (b) Online Orientation - Nov 24, 2021
 - (c) Notice regarding admission-registration to candidates- Nov 24, 2021 (by 05:00 pm)
 - (d) **Online Admission-Registration** - **Nov 25, 2021 (by 05:00 pm)**
 - (e) Commencement of classes (online mode) - Nov 26, 2021

2. **Academic Calendar-** Academic Calendar for the semester is available at the link below-
https://www.iitr.ac.in/ACAD/Calendar/Autumn_2021-22_UG_I_Yr.pdf

3. **Fee Structure-** The fee structure is available at the link-
https://www.iitr.ac.in/ACAD/Admissions/UG/UGPrograms_2021-22_NewEntrants.PDF

4. **Online Fee Payment (From Nov. 18, 2021 -11:00 am to Nov. 23, 2021, upto 5:00 pm) -**
 - (a) Click at the following link
https://www.iitr.ac.in/Main/pages/FEE_DEPOSIT.html
 - (b) Enter the JEE (Adv.) Roll Number - Press 'Enter'
 - (c) Use either of the two payment gateways for fee payment. Payment can be done through Net banking/Debit card/ Credit card/NEFT/ RTGS of any bank.
 - (e) Candidates are advised to check the card limit before making transaction by Debit/ Credit card/ Net banking/ NEFT/RTGS.
 - (f) In case of unsuccessful transaction, but amount deducted from the account, go to the above payment link again at S. No. (a) and fill the Google form. Issue will be resolved in two working days. Please do not panic.
 - (g) Candidates are advised not to wait till the last minute (November 23, 2021, up to 05:00 pm) to avoid any technical issue.

5. **Notice regarding Admission-Registration-** Notice along with Enrollment No., IITR E-mail ID and Credentials will be mailed on Nov 24, 2021 (by 05:00 pm) to the candidates, who deposit the fees successfully, on their personal registered E -mail Ids.

6. **Online Provisional Admission-Registration (Nov 25, 2021, up to 05:00 pm) -**
 - (a) Login to acad portal (<https://acad.iitr.ac.in>) with Enrollment No. and Password.
 - (b) Fill the required details in the form. Some of the fields will be auto filled up as per the details registered with JEE and cannot be edited.
 - (d) After completion of the form, click at 'Provisional Registration' and download a copy for future reference.

7. **Documents Required-** No documents will be required to be submitted on the date of admission-registration i.e. on Nov 25, 2021. However, candidates will be required to submit the soft copy of the documents as given below at S. No. 9 (c) under 'Important Instructions'. A separate notice will be issued in his regard subsequently.

8. **Contact Details-** For information/query related to

- (a) Fee Payment : sa-section@iitr.ac.in
 (b) Fee Structure : officedosw@iitr.ac.in
 (c) Admission-Registration : admnreg2021@iitr.ac.in

9. **Important Instructions:**

(a)	Candidates are advised to complete the fee payment and admission-registration process at the earliest without waiting for the last minute.
(b)	IIT Roorkee shall not be held responsible for the failure of the candidates in completing the fee payment/ admission-registration process within the schedule due to any reason.
(c)	The admission-registration will be provisional subject to submission and verification of the following MANDATORY documents: (i) Category Certificate (as applicable): (a) SC/ST/PD (b) Valid EWS / OBC / OBC-NC as per the format of the central government (ii) 10th Certificate/ Marksheet (iii) 12th Certificate/ Marksheet All the mandatory documents submitted must pass the verification process, failing which, the admission registration may be cancelled as per Institute Rule.
(d)	Candidates are advised to check the institute's website/portal regularly for further updates/information.
(e)	Only admissible fee amount shall be refunded, if a candidate gets himself/herself registered online and then cancels or withdraws his/her admission.
(f)	Refund of fee shall be done (as per rule) i.e. 15-20 days after the completion of the admission-registration. Refund shall be done only to the bank account number of the concerned candidates.
(g)	All new students are informed that they have to submit full fee as per their category in first semester (Autumn Semester 2021-22). After registration in the institute, eligible candidates may apply for the fee waiver as per the income criteria. Later, the refundable amount, if any, will be refunded/ adjusted as per the rules. For any query /problem with regards to fee waiver, candidates may write to: awards@iitr.ac.in
(h)	No extension beyond Nov. 25, 2021, will be permitted on any ground. The admission of the candidates, who fail to complete the said registration process as per the schedule, will be cancelled without any notice.

-sd/-
Assistant Registrar