

**National Institute of Technical Teachers’  
Training and Research,**

**Shamla Hills, Bhopal**

**(Ministry of Human Resource Development, Govt. of India)**



**ADMISSION RULES AND GUIDELINES**

**M.E./M.Tech. Programmes**

**2018-19**

**RULES FOR ADMISSION TO SELF FINANCE, FULL-TIME POST GRADUATE  
M.E./M.TECH. PROGRAMMES**

**1 General**

**Table – 1 AICTE approved intake and distribution of Seats (Programme-Wise)**

Sl. No.	Programmes Title	Department	Sanctioned intake	Gen.	SC	ST	OBC
1	M. Tech. in Computer Technology and Application, (CTA)	Computer Engineering & Application (DCEA)	36	19	05	02	10
2	M. Tech. in Construction Technology and Management (CTM)	Civil Engineering and Environment Engineering (DCEE)	36	19	05	02	10
3	M.E. in Structural Engineering (SE)		18	10	02	01	05
4	M. Tech. in Digital Communication (DC)	Electrical & Electronics Engineering (DEEE)	24	12	04	02	06
5	M.E. in Advanced Production Systems (APS)	Mechanical Engineering(DME)	24	12	04	02	06

- All the above programmes are affiliated to Rajiv Gandhi Proudyogiki Vishwavidhyalaya (RGPV) Bhopal, Madhya Pradesh.
- Ordinances, rules and regulations pertaining to these programmes are available on the website of the RGPV/AICTE. All candidates should read them carefully.
- Reservation for reserved category seats are as per Govt. of India (GOI) norms.
- Two seats within sanctioned intake for sponsored candidates. The above seats for sponsored candidates will be allocated seats from respective categories.

## 2. Eligibility and Admission Procedure

### 2.1 General

2.1.1 A candidate seeking admission to M.E./M. Tech., first semester must have passed B.E./ B. Tech. Or equivalent examination approved by the AICTE in appropriate branch with at least 55% marks in the aggregate or equivalent CGPA {Ordinance 8(A) of RGPV, Bhopal}. Entry level qualifications for respective M.E./M. Tech., Programmes as given below in tabular form (S.No.2.2- Table 2) as approved by the AICTE.

2.1.2 The candidate belonging to SC/ST category will get a relaxation in the qualifying marks as per RGPV Bhopal norms.

2.1.3 Conversion of ST/SC/OBC categories will as per GOI rules.

2.1.4 Candidates of the qualifying examination can also apply on provisional basis. But at the time of admission, such candidates shall have to produce the original certificate of having passed/ mark sheet of the final year of the degree examination provided that he/she fulfills the eligibility criteria. Failing to do so, the admission will be cancelled.

### 2.2 Entry Level Qualifications:

Entry level qualifications for respective M.E./M. Tech programmes are given in Table -2.

**Table – 2 Entry Level Qualifications**

S. No.	PG Programme	Entry Level Qualification
1.	M.Tech. in Computer Technology and Application	Engineering Graduate in any discipline* OR AICTE approved Master of Computer Applications (MCA) with PCM Group at 10+2 Level
2.	M.Tech. in Construction Technology and Management	Graduate in Civil Engineering or appropriate discipline related to Civil Engineering
3.	M.Tech. in Digital Communication	Graduate in Electronics & Communication Engineering, Electronics & Telecommunication, Electronics Engineering, Communication Engineering or appropriate discipline related to Electronics & Communication Engineering.
4	M.E. in Structural Engineering	Graduate in Civil Engineering or appropriate discipline related to Civil Engineering

5	M.E. in Advanced Production Systems	B.E./B.Tech. in Mechanical/Industrial Engineering Production Engineering / Automobile Engineering or allied discipline related to Mechanical Engineering
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\* Except for disciplines like Fire Technology, Bio-Technology, Food Technology, Leather Technology, Ceramic Technology, Plastic Technology etc. (as per directives of RGPV and AICTE)

### **2.3 Admission of GATE qualified candidates:**

- 2.3.1 Admission will be offered according to merit list prepared on the basis of valid GATE score of the qualified candidates in the respective branch only. Please see Table - 2
- 2.3.2 For candidates with equal GATE score, the preference will be given to the candidates in following order:-
- i) Percentage of qualifying examination or equivalent CGPA
  - ii) Percentage of eighth semester in qualifying examination or equivalent CGPA
  - iii) Date of Birth (candidate who is older in age shall be given priority).

### **2.4 Admission of sponsored category candidates:**

- 2.4.1 Candidates who possess Bachelor's degree in the respective or allied branch of technology as specified in Table-2 for admission to a particular M. Tech./ M. E. programme, with the minimum 55% of marks in qualifying examination will be eligible for admission to respective M. Tech./ M. E. programme.
- 2.4.2 The candidates must have minimum of consolidated 2 years of full time post qualification work experience in a technical institute like polytechnics/Engineering colleges and/or research organization /any Government Department or Government Autonomous Organizations/industry of repute at National/State level in the relevant field in which admission is being sought. Other conditions will apply as laid in the prospectus.
- 2.4.3 A Certificate from the employer must be furnished stating that the candidate is being sponsored to seek admission to the post-graduate degree programme, strictly in the format enclosed with the application form.
- 2.4.4 The admission will be on merit based on the marks/CGPA in the qualifying degree
- 2.4.5 In case, sponsored candidates having equal merit marks calculated on the basis of qualifying degree examination, merit will be decided on the basis of:
- i) Percentage of eighth semester in qualifying examination or equivalent CGPA
  - ii) Date of Birth (candidate who is older in age shall be given priority).

2.4.6 Sponsored candidate seats will be filled up during the first round admission only.

2.5 All applications for admission to any PG Programmes will be received by Admission Committee on or before the schedule date notified in the advertisement and will be sent to the concerned department in the institute for scrutiny as per the eligibility and admission criteria mentioned above in S. No. 2.1 to 2.4 in the stipulated time fixed by the Admission Committee. After finalization of the list of the eligible candidates, the same will be uploaded on the institutional web site through the concerned departments.

### **3. How to Apply:**

#### **3.1 Application fee and mode of Payment**

Candidate has to deposit the application fee of Rs. 750/- for General/OBC candidates & Rs. 450/- for SC/ST candidates, strictly through digital banking only such as NEFT / Internet Banking. Once the student is admitted, he/she has to deposit the fee through MP Online portal.

#### **3.2. The details of Bank are as below:**

Name of Bank: Canara Bank, Branch: NITTTR Campus Bhopal, Madhya Pradesh,  
Bank Account No.: 2651101006959, IFSC Code: CNRB0003765,  
Name of Beneficiary: Director NITTTR M Tech/MBA Account.

#### **3.3. Application form (Available only online)**

For admission to M.E./ M.Tech. Programmes, candidates need to fill the application ONLINE only, by accessing institute web site (<http://www.nitttrbpl.ac.in>). The application process will be completed only when a print out of the filled ONLINE application form with the candidate's signature and a recent photograph affixed in the appropriate box, supporting documents along with the scanned copy of the receipt of applicable application fee deposited as proof of electronic transfer be sent by speed /registered post to The Chairman (Admission Committee), NITTTR, Shamlu Hills, Bhopal - 462 002, on or before dates mentioned in the advertisement.

**Note:** Incomplete applications will not be considered. Candidates who send their application form are advised to send it by registered/speed post sufficiently in advance, taking into consideration the postal transit delays. The Institute will not be responsible for any postal delays.

Lists of selected candidates will be made available and display only on the institute website. No individual intimation/information will be sent to the candidates on any aspect of admission procedure.

Please visit the website <http://www.nitttrbpl.ac.in> for more details and regular updates.

## 4. Documents with application Form

### 4.1 Self attested copies of following documents are required to submit:

- i) 10<sup>th</sup> Mark sheet/Certificates as proof of Date of Birth
- ii) Higher Secondary /10+2 Mark sheet/Certificate
- iii) Mark sheet/ CGPA Grades of Qualifying Examination (B.E. / B.Tech./ MCA etc.)  
\* If final semester result of the qualifying exam is awaited. then candidate should submit the copy of the consolidated mark sheet, immediately after the declaration of result to admission cell. Failing which admission may be considered for cancellation.
- iv) Valid GATE Score and GATE Admit Card
- v) No Objection Certificate along with Sponsorship from present employer (For sponsored candidates only)
- vi) Caste Certificate in Govt. of India Format (For SC/ST/Other Backward Category candidates only)
- vii) Income Certificate from competent authority (for other Backward Category)
- viii) Two recent passport size color photographs (One pasted on form and other pin up with form mentioning name)

**Note:** *Please do not send any original certificates / documents at this stage. At the time of admission, all certificates and documents in original including migration, transfer certificate and character certificate should be produced by the candidates which will be returned back after due verification and admission except Transfer and Migration Certificate. It is required to submit 3 copies of the Gazetted/self attested copies of the above documents (listed in 4.1) at the time of admission.*

## 5. Tuition and other Fees Structure

The fees structure for M.E./M Tech. Programme is as given in Table – 3.

**Table – 3 Fee structure for ME /M Tech Programme (First Semester)**

S.No.	Items under Consideration	M.E. / M.Tech.
1.	Tuition Fee	Rs. 40,000/- per semester
2.	Application fee	Rs. 750/- for General/OBC Rs. 450/- for SC/ST
3.	Admission fee	Rs. 1000/- one time at the time of admission
4.	Caution Money	Rs. 5000/- one time at the time of admission
5.	Development Fee	Rs. 4000/- per year
6.	*Welfare/Health/ Gymkhana fee	Rs. 1000/- one time at the time of admission
7.	Co-curricular/Extra co-curricular activities	Rs. 3000/- per year
8.	Library fee	Rs. 2000/- per year
9.	Transport fee	As decided by the Institute from time to time
10.	Lodging charges per student month basis	As decided by the Institute from time to time
11.	Boarding charges per student month basis	As decided by the Institute from time to time
12.	Other University related Fee	As per affiliated University Norms (RGPV)

*\* Medical treatment for the students on chargeable basis*

*Note: Fees are subject to change as decided by the Academic Council without prior notice.*

### 5.1 Fee Details: (Semester Wise)

Admitted student has to deposit the semester fees through MP Online portal.

PG Programme	Fee Semester Wise			
	First Semester ( at the time of admission)	Second Semester	Third Semester	Fourth Semester
M.E./M.Tech. Programme	Rs. 56000/-	Rs. 40,000/-	Rs. 49,000/-	Rs. 40,000/-

In addition to the above mentioned fee, hostel lodging and boarding charges which are nominal to be deposited by the candidate as per the norms before start of semester.

## **6. Admission Schedule**

6.1 Will be placed on website of the Institute.

6.2 Candidates are advised to regularly check website for updates([www.nitttrbpl.ac.in](http://www.nitttrbpl.ac.in))

## **7. Stipend/Scholarship**

The candidates admitted in M.E/M. Tech programme with valid GATE score may be eligible to receive stipend/scholarship as per AICTE norms subject to AICTE rules and regulations applicable time to time.

## **8. Cancellation of Admission & Refund of Fee:**

8.1 If at any stage, it is found that a candidate has got admission in any course on the basis of false or incorrect information or by hiding relevant facts or if at any time after admission it is found that the admission was given to the candidate due to some mistake or oversight, the admission granted to such a candidate, shall liable to be cancelled forthwith, without any notice at any time during the course of his/her studies, by the competent authority.

8.2 Institute follows the AICTE rules for refund of fees.

8.3 Vacancy arising (in particular class/category) due to cancellation of admission or due to non reporting of candidates by the stipulated last date for admission (as deiced by the affiliating university) shall be added directly to exiting vacancy/vacancies of that particular class/category and shall be available for allotment before the commencement of current academic session, from the wait listed candidates, if available, from the subsequent round of admission.

8.4 In case of any legal dispute concerning admission in any category, the same will be subjected to jurisdiction of Bhopal court only.



## 9. Hostel Accommodation

Hostel accommodation is available on basis of admission merit to the out station candidates. If the accommodation is further available, the local candidates may also be considered for hostel accommodation.

## 10. Conduct and Discipline

Students while studying in the Institute, if found indulging in anti-national activities contrary to the provisions of acts and laws enforced by Government or in any activity contrary to rules of discipline will liable to be expelled by the Director of the Institute on the recommendation of the proctor/proctorial board without any notice.

Ragging in any form is strictly prohibited and considered a serious criminal offence and violation of the code of conduct. Involvement of a student in ragging may lead to his/ her expulsion from the Institute.

AICTE has published a notification vide F.No.37-3/Legal/AICTE/2009 dated 1.7.2009 regarding prevention and prohibition of ragging in technical institutions. As per the said circular which is available on its website <http://www.aicte-india.org/anti.htm>, an affidavit on stamp paper of ₹10/- in this regard have to be submitted separately by the student and their guardian at the time of admission in the prescribed proforma.

## 11. Undertakings:

If the admission is offered to the M.E./M Tech programme, the candidate will have to give following undertakings.

### i) CANDIDATES WHOSE QUALIFYING EXAMINATION RESULTS NOT DECLARED

I understand that I have been admitted to the I Sem M.E./ M Tech in branch ..... on provisional basis and my admission will be confirmed only after producing my passing certificate and the mark sheet of qualifying degree examination from the concerned University immediately after the declaration of the result.

Place: Signature of the Candidate .....

Date: Name of the Candidate .....

**ii) FOR GATE CANDIDATES**

I understand that I have been admitted to the M.E./M Tech programme in..... and I am eligible to get AICTE PG scholarship. However, due to non-receipt of grants from AICTE, if the disbursement of the scholarship is delayed, I will not hold the Institute responsible for the same.

Place: Signature of the Candidate .....  
Date: Name of the Candidate .....

**11.1 FOR SPONSORED CANDIDATES**

**i) SELF DECLARATION**

I understand that I have been admitted to the M.E./M Tech programme in..... and I am prepared to undergo this programme and bear all the expenses including the prescribed fees and those related to project work and dissertation.

I further understand that I shall not be permitted to leave the programme midway and during the entire tenure of this programme. I shall not be permitted to appear in any competitive examination. In case of the default, I know that my admission can also be cancelled.

Place: Signature of the Candidate .....  
Date: Name of the Candidate .....

**ii) Employers Certificate for Sponsored Candidates**

This is to certify that Mr. / Ms. ....  
(Father's/Husband name) ..... is working in  
..... (Name & address of  
Employer/ Organization/Institute) as..... on  
Regular /Full time basis and he / she is sponsored and permitted to join the Full time  
M.E./M.Tech in.....of NITTTR, Bhopal. If selected as a sponsored  
candidate the organization has no objection and he/she will be allowed to continue full time  
M.E./M.Tech Programme till the completion of the programme at NITTTR, Bhopal.

Place: Signature of Competent Authority  
Date: with official seal

**11.2 Self Declaration by all candidates admitted to M.E. / M. Tech programmes**

I agree to abide by the rules of conduct and discipline of the Institute and rules of conduct and discipline of the hostels. In case of any infringement of rules or violation of any laws of the land, I can be sent back home at my own cost. I agree that in case of any legal dispute concerning admission, the same will be subject of the exclusive jurisdiction of court at Bhopal only.

Signature of Applicant: \_\_\_\_\_

Date: \_\_\_\_\_ Place: \_\_\_\_\_

**11.3 All Candidates Admitted to Ist year M.E. / M. Tech programmes are required to give the following undertaking on non judicial stamp paper of ₹ 10/-**

I.....(Name of the Candidate) Son /Daughter of .....  
herewith undertake that

- i) I shall abide by the rules & regulations of the university ordinance for the current year (and as may be amended from time to time) and are acceptable to me.
- ii) The information given by me in my application is true to the best of my knowledge and belief.
- iii) I shall deposit the semester fee on time.
- iv) I have not been debarred from appearing at any examination held by any Government constituted or statutory examination authority in India.
- v) I shall not be taking admission in any other course without the due cancellation of admission at this institute.
- vi) I fully understand that the offer of a program will be made to me depending on merit and availability of a seat at the time of scrutiny of my application when I will report to the admission authority according to the schedule of admission.
- vii) I hereby agree to conform to any rules, acts and laws enforced by Government and I hereby undertake that so long as I am a student of the Institute, I will do nothing either inside or outside the institute, which may result in disciplinary action against me under the rules, acts and laws.
- viii) I understand that no other document, other than those attached to the application form before the last date of admission will be entertained for the purpose of claims/concessions etc. in connection with my admission.
- ix) I understand that no refund of fee shall be made if I cancel the admission after commencement of the classes and if the seat due to cancellation is not filled.
- x) I fully understand that the Director of the Institute where I would be admitted, will have right to expel/rusticate me from the Institute for any infringement of the rules of conduct and discipline prescribed by the Institute/University and undertaking given above.
- xi) I understand that the programme being a full time 2-year program, I shall not pursue any other educational degree programme / and not involve in any form of employment, failing which my admission stands cancelled.
- xii) I will not involve directly or indirectly in any unlawful, un social, unethical activity and ragging activity.

Place:

Date:

Signature of the Candidate .....

Name of the Candidate .....

## 12. Contacts

**ADMISSION OFFICE:** 0755-2661600-602 Ext. 448, E-mail: admission@nitttrbpl.ac.in

### Contact Numbers and Email-ID

S. No.	Name and Designation	Contact Numbers and Email ID
1.	Dr. Anju Rawlley Dean Student Affairs,	0755-2661600-602 Ext. 387 arawlley@nitttrbpl.ac.in
2.	Dr. Vandana Somkuwar Associate Dean Student Affairs	0755-2661600-602 Ext. 356 vsomkuwar@nitttrbpl.ac.in
3.	Dr. J.P. Tegar Chairman, Admission and Examination	0755-2661600-602 Ext. 376 jptegar@nitttrbpl.ac.in
4.	Dr. Bashirulla Shaik Member Secretary, Admission and Examination	0755-2661600-602 Ext. 385 bshaik@nitttrbpl.ac.in
5.	Dr. Izhar Ahmad Admission Office	0755-2661600-602 Ext. 384 iahmad@nitttrbpl.ac.in

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For the further detail information about the programmes, please contact concerned Head of the Departments at the email address mentioned below:

<b>S. No.</b>	<b>PG Programmes</b>	<b>Name of Head of the Department</b>	<b>Contact Numbers and Email ID</b>
1.	M. Tech. in Computer Technology and Application	Dr. M.A. Rizvi Associate Professor and Head Department of Computer Engineering & Applications	0755-2661600-602 Ext. 394 marizvi@nitttrbpl.ac.in
2.	M. Tech. in Construction Technology and Management	Dr. A.K. Jain Professor and Head Department of Civil and Environmental Engineering	0755-2661600-602 Ext. 431 akjain@nitttrbpl.ac.in
3	M.E. in Structural Engineering		
4.	M. Tech Digital Communication	Dr. Susan S. Mathew Associate Professor and Head Department of Electrical and Electronics Engineering	0755-2661600-602 Ext. 363 ssmathew@nitttrbpl.ac.in
5.	M.E. in Advanced Production Systems	Prof. Vandana Somkuwar Associate Professor and Head, Department of Mechanical Engineering	0755-2661600-602 Ext. 356 vsomkuwar@nitttrbpl.ac.in

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