



No. NITANP/SASS/2026-27/62

Date: 07-08-2026

**INSTRUCTIONS TO CANDIDATES FOR PHYSICAL REPORTING ADMITTED TO
B.TECH. PROGRAMME THROUGH DASA-2026 AND FOR SUBSEQUENT HOSTEL
ALLOTMENT**

Subject: Detailed Instructions for **DASA Candidates** Reporting to NIT Andhra Pradesh for Physical verification, B.Tech. I Year Admission and Hostel Allotment– Odd Semester of A.Y. 2026–27 – Reg.

Congratulations!

Hearty congratulations to all candidates provisionally admitted through **DASA-2026** to the B.Tech. programme at National Institute of Technology Andhra Pradesh.

It is hereby informed that all candidates who have received Provisional Seat Allotment Letter to NIT Andhra Pradesh are required to report physically for original document verification and completion of the admission process from **13th August 2026 to 18th August 2026** (Except on 15th August, 2026) in accordance with the DASA-2026 schedule.

Offline classes for the admitted candidates will commence on **18th/19th August 2026**.

(Refer to the [B.Tech. I Year Academic Calendar 2026-27 Link](#))

I. Reporting Venue & Schedule

- Dates:** 13th to 18th August 2026 (EXCEPT on 15th August, 2026)
- Venue:** Ravindra Kala Bharathi Auditorium Hall, NIT Andhra Pradesh, Tadepalligudem.
- Timings:** 09:00 AM to 05:30 PM only

II. Overview of Admission Steps

Every candidate must complete the following steps sequentially to finalize their admission:

- Physical Reporting:** Report in person to the institute during the designated reporting dates.
- Document Verification:** Produce all original certificates and documents physically for verification.
- Fee Payments:** CIWG candidates shall pay the balance Institute Fee and Hostel Fee through the Canara Easy Fee Online Portal, while DASA (General) candidates shall pay the balance Institute Fee to the Institute's designated bank account and the Hostel Fee through the Canara Easy Fee Online Portal, and submit the payment receipt(s) after completing the payment.



- d. Venue Registration Flow:** Complete sequential processing through designated desks at the admission venue.
- e. Admission Confirmation:** Collect Institute provisional admission letter with “Set 1 Documents”.
- f. Hostel Allotment:** Collect Hostel allotment letter with “Set 2 Documents”.

Note: Without the above, the admission process of reported student cannot be completed under any circumstances.

III. Advisory:

- a.** Candidates are advised to bring their personal belongings/luggage upon arrival, as they are expected to occupy their allotted hostel rooms immediately after completing the admission process.
- b.** Hostel accommodation will be allocated immediately following the issuance of the Provisional Admission Letter by NIT Andhra Pradesh.
- c.** Admitted students must occupy their assigned hostel rooms and attend the Orientation / Induction Programme and regular classwork commencing on August 18 / 19, 2026.

IV. Producing and Arrangement of necessary documents to complete the steps prescribed above

a. Set 1 Documents - List of Documents to be Produced at the Time of Physical Reporting for Admission Confirmation:

Candidates must produce all **Original Documents** for verification along with **two sets of self-attested photocopies** arranged strictly in the numerical order listed below.

1. Fee Payment Receipts:
 - i. Proof of DASA Fee Payment: The SWIFT / Online Transfer receipt proving payment of the Registration Fee and first-semester Tuition Fee at the DASA portal.
 - ii. Balance Institute Fee Payment Receipt: Paid directly to NIT Andhra Pradesh.
 - iii. Hostel Fee Payment Receipt: Paid directly to NIT Andhra Pradesh.
2. Institute Admission Application Form: (**ANNEXURE-1, Institute Admission Form A**) duly filled and signed.
3. Provisional Seat Allotment Letter (PSAL): Latest seat allotment letter corresponding to the final seat (from the DASA portal), signed by the candidate.
4. JEE (Main) Scorecard / Rank Card: Official original scorecard indicating Common Rank List (CRL) and Category Rank issued by the NTA.



राष्ट्रीय प्रौद्योगिकी संस्थान आंध्रप्रदेश
NATIONAL INSTITUTE OF TECHNOLOGY ANDHRA PRADESH
Near National Highway No. 216A, Kadakatla, Tadepalligudem – 534101
West Godavari District, Andhra Pradesh, India

5. JEE (Main) Admit Card: Original / downloaded admit card used during the examination.
6. Candidate's Passport: A valid passport is mandatory for all candidates. (*Nationals of Nepal who do not have a passport must provide an Authenticated Citizenship Card.*)
7. Visa or OCI / PIO Card: The student's valid foreign visa (for foreign nationals) or OCI/PIO card, if applicable.
8. D.O.B. / Class X Certificate / Marksheet: Original Birth Certificate / SSC / Matriculation certificate containing candidate's full name, parents' names, and exact Date of Birth (DoB).
9. Class XI Certificate & Marksheet: Original mark sheet / Transcript.
10. Class XII Certificate & Marksheet: Original Higher Secondary (10+2) examination mark sheet / Transcript / grade report and passing certificate.
11. Study / School Completion Certificate: A certificate explicitly proving the completion of 11th and 12th standards, printed on the official school letterhead (as per DASA Annexure 11).
12. Proof of 2 Years of Education Abroad (For NRIs Only): A Study Certificate or School Leaving Certificate proving 11th and 12th standard education in a foreign country (as per DASA Annexure 13).
13. CGPA / Grade Equivalence Certificate: (*If applicable*) Official certificate converting CGPA / letter grades into percentage marks issued by your board/school.
14. Association of Indian Universities (AIU) Equivalence Certificate: (*If applicable*) Required if the qualifying examination was passed from a foreign board not listed/recognized directly as equivalent to CBSE / Indian Boards.
15. Translation Certificate: (*If applicable*) Any document not originally in English or Hindi must be accompanied by an officially translated, notarized copy in English or Hindi.
16. For Children of Indian Workers in Gulf (CIWG) Category:
 - i. Parent's Passport: Copy of the passport of the parent working in the Gulf.
 - ii. Parent's Visa with a validity on any date in the year 2026.
 - iii. Parent's Work Permit with a validity on any date in the year 2026.
 - iv. Company Employment Certificate: A certificate from the parent's employer/company confirming employment, adhering strictly to the DASA format (Annexure 12).
17. Medical Fitness Certificate: Issued by a registered medical practitioner, formatted strictly as per DASA or JoSAA guidelines (Annexure 10).



राष्ट्रीय प्रौद्योगिकी संस्थान आंध्रप्रदेश
NATIONAL INSTITUTE OF TECHNOLOGY ANDHRA PRADESH
Near National Highway No. 216A, Kadakatla, Tadepalligudem – 534101
West Godavari District, Andhra Pradesh, India

18. Migration Certificate: Original Migration Certificate from the Board / University / Institute last attended.
19. Transfer / College Leaving Certificate: Original TC / CLC from the institute last attended.
20. Conduct / Character Certificate: Original Character Certificate issued by the Head of the Institution last attended.
21. Bank Passbook / Cancelled Cheque: Copy of the candidate's savings bank account passbook (showing Name, Account Number, and IFSC) or cancelled cheque.
22. Aadhaar Card of Candidate (*If available/ applicable*).
23. Aadhaar Cards / Passports of Parents.
24. Aadhaar Card / Passport of Guardian (*If applicable*).
25. Passport-Size Photographs: 06 recent color passport-size photographs.
26. Undertaking for Awaited Results: (*If applicable*) Duly signed undertaking as per DASA Annexure 14 if Class 12 results or re-evaluations are pending.

Note: Retention of Original documents: All original documents (except Migration, Transfer, Conduct Certificates, and Undertakings) will be returned to the candidate immediately after physical verification.

b. Set 2 Documents - List of Documents to be Produced at the Hostel Desk for Hostel allotment:

1. Hostel Admission Application Form (**ANNEXURE-2, Hostel Admission Form A**), duly filled and signed.
2. Copy of Provisional Admission Letter issued by NIT Andhra Pradesh (**Will take the photo copy at the hostel desk after its issue**)
3. Aadhaar Card / Passport of Candidate (*Photocopy*).
4. Aadhaar Cards / Passports of Parents (*Photocopies*).
5. Aadhaar Card / Passport of Guardian (*Photocopy*).
6. Proof of Hostel Fee Payment.
7. 2 Passport-size color photos.
8. 1 Stamp-size color photo (for Mess Identity Card).



V. Fee Payment Details and Canara Easy Fee Online Portal Links

a. Institute Fee details:

1. All provisionally admitted candidates must pay the remaining balance of the Institute Fee as detailed below prior to physical reporting:

S. No.	Category	Institute (Other Fees)
1.	DASA (CIWG)	INR 29,500/-
2.	DASA (SAARC)	400 USD
3.	DASA (non-SAARC)	400 USD

2. Institute Fee Payment Portal for DASA-CIWG: [Canara Easy Fee - Institute Fee Payment Link](#)
3. Institute's designated bank account Details for DASA-GENERAL (SAARC & NON-SAARC)

Name of the Account Holder	NATIONAL INSTITUTE OF TECHNOLOGY ANDHRA PRADESH
Account Number {INR Account}	120025034713
Name of the Bank	CANARA BANK
IFSC Code	CNRB0002785
Bank Branch	TADEPALLIGUDEM
SWIFT CODE	CNRBINBBBFD
MICR CODE	534015102

b. Hostel Fee details:

1. All provisionally admitted students must pay the hostel fee for allotment of hostel as under:

S. No.	Fee particulars	For all students (Rs.)
1.	Accommodation Charges	4,000/-
2.	Service Charges	5,000/-
3.	Hostel security deposit (refundable)	4,000/-
4.	Mess Advance (13.08.2026 to 01.12.2026)	14,600/-

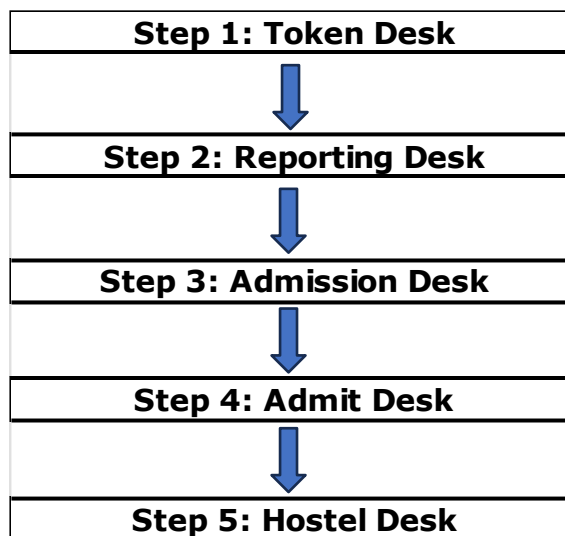


5.	Mess admission fee	2,000/-
6.	Mess security Deposit (refundable)	4,000/-
	Total:	33,600/-

2. Hostel Fee Online Payment Portal for both DASA-CIWG & DASA-GENERAL: [Canara Easy Fee - Hostel Fee Payment Link](#)
3. Mess Advance Adjustments: Mess charges are levied on a pro-rata basis from the candidate's date of physical reporting to the last academic day of the semester. Excess mess advance will be carried forward to subsequent semesters.
4. Hostel Withdrawals: Maintenance and service charges are non-refundable if a student vacates or cancels hostel allotment mid-semester.
5. Caution Deposits: Refundable caution deposits will be released upon completion of the course or issuance of a Transfer Certificate by the Dean (Academic Affairs).

VI. Step-by-Step Reporting Venue Registration Workflow:

- a. Candidates must strictly follow the workflow sequence at the reporting hall:**



- b. Below are the steps to be followed at the admission venue for fulfilling admission process and hostel allotment process**

1. STEP 1 – TOKEN DESK:

- i. Collect your token number and wait at the waiting arena until your token is called. Before arriving to Step 2
- ii. Ensure the balance tuition fee is paid (if applicable) and physical copy of receipt is available with you.
- iii. Ensure the hostel fee is paid (mandatory) and physical copy of receipt is



available with you.

- iv. Arrange the documents in the chronological order as necessary at reporting desk (admission process).
- v. Arrange the documents in the chronological order as necessary at hostel desk (hostel and room allotment).

2. STEP 2 – REPORTING DESK

- vi. The candidate must report at the desk physically and submit the arranged documents to complete original certificate verification and identity.
- vii. Upon verification, the official shall confirm the physical reporting in the online central counselling system and recommend for the issue of admission letter by institute.

3. STEP 3 – ADMISSION DESK

- viii. The candidate must report at the admission desk physically.
- ix. The concern official shall generate the provisional admission letter.

4. STEP 4 – ADMIT DESK

- x. The candidate must report at the admit desk physically.
- xi. The concern official shall issue the provisional admission letter.

5. STEP 5 – HOSTEL DESK

- xii. The candidate must report at the hostel desk physically and submit the arranged documents requesting the hostel allotment.
- xiii. Upon verification, the official shall confirm the physical reporting in the online central counselling system and recommend for the issue of admission letter by institute.
- xiv. The concern official shall generate the hostel admission letter.
- xv. The concern official shall issue the hostel admission letter indicating the Hostel Block, Room Number and Bed Number
- xvi. Further, the admitted student may occupy the hostel and attend the classwork as per Academic Calendar AY 2026-27.

6. ADDITIONAL FACILITIES AT VENUE

- xvii. **Bank Counter:** Fee payment through Canara Easy Fee Online Portal or Cash to Institute Canara Bank only.
- xviii. **Xerox Counter:** An outsourced Xerox facility will be available on payment basis near the venue.

c. The following important instructions must be followed by every reporting student for seamless process and avoid delay

- 1. Keep all original certificates and photocopies ready as specified at IV(a) and IV(b) above.
- 2. Proceed to the next step only after completing the previous step as specified at VI(b)
- 3. Seek assistance from volunteers at venue, if required.



VII. IMPORTANT NOTICE

Admission is strictly **provisional** and subject to the satisfactory verification of original documents upon physical reporting, confirmation of academic eligibility, submission of fee payment receipts, and full compliance with all institutional policies and DASA-2026 regulations. If any certificate, document, or declaration is found invalid, incorrect, or fraudulent at any stage, the admission will be cancelled immediately without prior notice.

For any details contact, Admissions & Scholarships Section (SASS),

Ph. No: +91 9492743842, Email ID: admissions@nitandhra.ac.in

Or visit Institute Website: <https://nitandhra.ac.in/main/index.php>

Sd/-
Dean, Academic Affairs
NIT Andhra Pradesh



राष्ट्रीय प्रौद्योगिकी संस्थान आंध्रप्रदेश
NATIONAL INSTITUTE OF TECHNOLOGY ANDHRA PRADESH
Near National Highway No. 216A, Kadakatla, Tadepalligudem – 534101
West Godavari District, Andhra Pradesh, India

Annexure-1, INSTITUTE ADMISSION FORM A

APPLICATION FOR ADMISSION TO UNDER GRADUATE PROGRAMME
ACADEMIC YEAR 2026-27- DASA CANDIDATES

1. Name of the Candidate (IN Block Letters)		Passport size Photograph to be attested
2. Branch admitted in B.Tech. Programme		
3. JEE (Mains) – 2026 (All India Rank)		

4. Candidate personal Details

Gender		Date of Birth	
Aadhaar Card Number		Blood Group	
Passport Number		Issue Date	
		Expiry Date	
Country			
e-mail address		Mobile number	
		Alt. Mobile number, if any	

5. Candidate Father Details

Name			
Aadhaar Card Number			
Passport Number		Country	
e-mail address		Mobile number	
		Alt. Mobile number, if any	



6. Candidate Mother Details

Name			
Aadhaar Card Number			
Passport Number		Country	
e-mail address		Mobile number	

7. Candidate Guardian Details (if any)

Name			
Aadhaar Card Number			
Passport Number		Country	
e-mail address		Mobile number	
Address for communication to parent/guardian			
Permanent address of parent/guardian			

8. Details of Category:

Category under which the candidate admitted through DASA	DASA CIWG		DASA-SAARC		DASA-non-SAARC	
Category under which the candidate belongs or claimed as per respective state government	GEN	EWS	OBC-NCL	SC	ST	BC

9. PwD Status (if applicable)

Whether candidate admitted under PwD category through DASA	YES	NO
Type of disability:		
Percentage of Disability:		%



राष्ट्रीय प्रौद्योगिकी संस्थान आंध्रप्रदेश
NATIONAL INSTITUTE OF TECHNOLOGY ANDHRA PRADESH
Near National Highway No. 216A, Kadakatla, Tadepalligudem – 534101
West Godavari District, Andhra Pradesh, India

10. Fee Details:

Particulars	Amount in Rs.	Transaction ID & Date
Fee paid to DASA		
Balance Institute fee paid (tuition + other)		

11. Account Details to which any refunds to be made by NIT ANP:

Account Holder Name		Account Number	
Name of Bank & Branch		IFSC Code of Branch	

12. Account Details of the candidate (if available):

Account Holder Name		Account Number	
Name of Bank & Branch		IFSC Code of Branch	

13. Checklist and original documents to be submitted for physical reporting/ admission:

S. No.	Document to be attached with this application form	Yes/ No/ NA
1	Fee Payment Receipts for:	
i	Proof of DASA Fee Payment: The SWIFT / Online Transfer receipt proving payment of the Registration Fee and first-semester Tuition Fee at the DASA portal.	
ii	Balance Institute Fee Payment Receipt: Paid directly to NIT Andhra Pradesh.	
iii	Hostel Fee Payment Receipt: Paid directly to NIT Andhra Pradesh.	
2	Institute Admission Application Form: (ANNEXURE- 1, Institute Admission Form A) duly filled and signed.	
3	Provisional Seat Allotment Letter (PSAL): Latest seat allotment letter corresponding to the final seat (from the DASA portal), signed by the candidate.	
4	JEE (Main) Scorecard / Rank Card: Official original scorecard indicating Common Rank List (CRL) and Category Rank issued by the NTA.	



राष्ट्रीय प्रौद्योगिकी संस्थान आंध्रप्रदेश
NATIONAL INSTITUTE OF TECHNOLOGY ANDHRA PRADESH
Near National Highway No. 216A, Kadakatla, Tadepalligudem – 534101
West Godavari District, Andhra Pradesh, India

5	JEE (Main) Admit Card: Original / downloaded admit card used during the examination.	
6	Candidate's Passport: A valid passport is mandatory for all candidates. (<i>Nationals of Nepal who do not have a passport must provide an Authenticated Citizenship Card.</i>)	
7	Visa or OCI / PIO Card: The student's valid foreign visa (for foreign nationals) or OCI/PIO card, if applicable.	
8	D.O.B. / Class X Certificate / Marksheet: Original Birth Certificate / SSC / Matriculation certificate containing candidate's full name, parents' names, and exact Date of Birth (DoB).	
9	Class XI Certificate & Marksheet: Original mark sheet / Transcript.	
10	Class XII Certificate & Marksheet: Original Higher Secondary (10+2) examination mark sheet / Transcript / grade report and passing certificate.	
11	Study / School Completion Certificate: A certificate explicitly proving the completion of 11th and 12th standards, printed on the official school letterhead (as per DASA Annexure 11).	
12	Proof of 2 Years of Education Abroad (For NRIs Only): A Study Certificate or School Leaving Certificate proving 11th and 12th standard education in a foreign country (as per DASA Annexure 13).	
13	CGPA / Grade Equivalence Certificate: (<i>If applicable</i>) Official certificate converting CGPA / letter grades into percentage marks issued by your board/school.	
14	Association of Indian Universities (AIU) Equivalence Certificate: (<i>If applicable</i>) Required if the qualifying examination was passed from a foreign board not listed/recognized directly as equivalent to CBSE / Indian Boards.	
15	Translation Certificate: (<i>If applicable</i>) Any document not originally in English or Hindi must be accompanied by an officially translated, notarized copy in English or Hindi.	
16	For Children of Indian Workers in Gulf (CIWG) Category:	
i	Parent's Passport: Copy of the passport of the parent working in the Gulf.	
ii	Parent's Visa with a validity on any date in the year 2026.	
iii	Parent's Work Permit with a validity on any date in the year 2026.	



राष्ट्रीय प्रौद्योगिकी संस्थान आंध्रप्रदेश
NATIONAL INSTITUTE OF TECHNOLOGY ANDHRA PRADESH
Near National Highway No. 216A, Kadakatla, Tadepalligudem – 534101
West Godavari District, Andhra Pradesh, India

iv	Company Employment Certificate: A certificate from the parent's employer/company confirming employment, adhering strictly to the DASA format (Annexure 12).	
17	Medical Fitness Certificate: Issued by a registered medical practitioner, formatted strictly as per DASA or JoSAA guidelines (Annexure 10).	
18	Migration Certificate: Original Migration Certificate from the Board / University / Institute last attended.	
19	Transfer / College Leaving Certificate: Original TC / CLC from the institute last attended.	
20	Conduct / Character Certificate: Original Character Certificate issued by the Head of the Institution last attended.	
21	Bank Passbook / Cancelled Cheque: Copy of the candidate's savings bank account passbook (showing Name, Account Number, and IFSC) or cancelled cheque.	
22	Aadhaar Card of Candidate (<i>If available/ applicable</i>).	
23	Aadhaar Cards / Passports of Parents.	
24	Aadhaar Card / Passport of Guardian (<i>If applicable</i>).	
25	Passport-Size Photographs: 06 recent color passport-size photographs.	
26	Undertaking for Awaited Results: (<i>If applicable</i>) Duly signed undertaking as per DASA Annexure 14 if Class 12 results or re-evaluations are pending.	

Signature of Student with date

Name:

JEE Roll No:



DECLARATION BY STUDENT

1. I, (full name of the student) _____ S/o, D/o Mr./Ms./ Mrs. _____, having been admitted to National Institute of Technology Andhra Pradesh, have read the UGC regulations of Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the "Regulations") carefully read and fully understood the provision contained in the said Regulations.
2. I am fully aware of the penal administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
3. I hereby solemnly aver and undertake that
 - (a) I will not indulge in any behavior or act that may be contributed as ragging.
 - (b) I will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging.
4. I hereby affirm that, if found guilty of ragging, I am liable for punishment, without prejudice to any other criminal action that may be taken against me under any penal law or any law for the time being in force.
5. I hereby declare that I have not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is liable to be cancelled.

Declared this _____ day of _____ month of _____ year

Signature of Student with date

Name: _____

UNDERTAKING BY STUDENT

I, _____ taking admission into I Year of B. Tech. for the Academic Year 2026-27 in National Institute of Technology Andhra Pradesh do hereby undertake to abide by all the rules and regulations of Institute relating to Institute academic, conduct, hostels etc., available on the Institute website (<https://nitandhra.ac.in/main/>).

I further agree that if I am found in violation of rules and regulations of the Institute at any time during my course, I am liable for disciplinary action as per the Institute rules.

Signature of Student with date

Name: _____



DECLARATION BY PARENT/GUARDIAN

1. I, Mr./Mrs./Ms. _____
(full name of Parent/ guardian) father/mother/guardian of,
_____, (full name of the student) having
been admitted to **National Institute of Technology Andhra Pradesh**, we
together read UGC Regulations on Curbing the Menace of Ragging in Higher
Educational Institutions, 2009, (hereinafter called the "Regulations"), carefully read
and fully understand the provisions contained in the said Regulations.
2. I have also, in particular, I am fully aware of the penal and administrative action that
is liable to be taken against my ward in case he/she is found guilty of or abetting
ragging, actively or passively, or being part of a conspiracy to promote ragging.
3. I hereby solemnly aver and undertake that
 - a) My ward will not indulge in any behavior or act that may be constituted as ragging
 - b) My ward will not participate in or abet or propagate through any act of commission
or omission that may be constituted as ragging.
4. I hereby affirm that, if found guilty of ragging, my ward Is liable for punishment,
without prejudice to any other criminal action that may be taken against my award
under any penal law or any law for the time being in force.
5. I hereby declare that my ward has not been expelled or debarred from admission in
any institution in the country on account of being found guilty of, abetting or being
part of a conspiracy to promote, ragging; and further affirm that, in case the
declaration is found to be untrue, the admission of my ward is liable to be cancelled.
6. Also, my ward shall abide with the rules and regulations of the institute during his/her
tenure of the programme at NIT Andhra Pradesh

Declared this _____ day of _____ month of
_____ year.

Signature of the Parent/Guardian with date

Name:

Address:

Telephone/ Mobile No.:

E-mail:



OFFICE USE ONLY

Date:

PI reporting and Documents verification:

1. We declare that the original certificates of the candidate and his/her identity are verified by us and his/her physical reporting to the institute is confirmed.
2. The candidate admission shall be provisional due to non-availability of following documents:
 - i.
 - ii.
 - iii.
3. The candidate is supposed to submit the affidavit for the following reasons:
 - i.
 - ii.

Officer 1

Officer 2

PI Module desk

Allotment of Admission Number:

We declare to state that all the above necessary documents are in order.

1. Name of the candidate	
2. Branch admitted in B.Tech. Programme	
3. Admission Number Assigned (Roll No.)	

Office Assistant

**Superintendent
Admissions desk**

Final Seat Allotment Order:

The above is verified. Accordingly, the final seat allotment cum provisional admission of the candidate is confirmed.

Associate Dean, AA, SASS

Dean, Academic Affairs



राष्ट्रीय प्रौद्योगिकी संस्थान आंध्रप्रदेश
NATIONAL INSTITUTE OF TECHNOLOGY ANDHRA PRADESH

Near National Highway No. 216A, Kadakatla, Tadepalligudem – 534101
West Godavari District, Andhra Pradesh, India

Annexure-2, HOSTEL ADMISSION FORM A

S. No:

1. Name of the Candidate : (in block Letters with surname)

Affix Pass Port
Size
Photograph

Category: DASA-CIWG/ DASA-SAARC/ DASA-NON SAARC

2. i) Program: B.Tech/M.Tech/MS(Res)/Ph.D ii) Branch:

iii) Year & Semester: _____ iv) Reg / Roll No: _____

D D M M Y Y Y Y

3. (i) Date of Birth

--	--	--	--	--	--	--	--

ii) Blood Group:

(iii) Gender (Male/Female):

4. Father/Mother/Guardians Name (in block letters):

5. i) Detailed Address for Communication:
(Permanent Address)

ii) Mobile Numbers: - Parent/Guardian:

Student Number:

iii) Landline Number (if any): STD Code:

Alt. Mobile number:

6. i) Nationality:

ii) Religion:

7. Aadhaar Card Numbers and/ Passport Numbers [attach photo copy(s)]

a) Student: _____

b) Father: _____

c) Mother: _____

8. Category (Tick/write the appropriate): General/OBC/EBC /SC/ST/EWS:

9. Are you a recipient of any scholarship? if so, give details: SC/ST/OBC (or) Other

Signature of the Candidate



राष्ट्रीय प्रौद्योगिकी संस्थान आंध्रप्रदेश
NATIONAL INSTITUTE OF TECHNOLOGY ANDHRA PRADESH
Near National Highway No. 216A, Kadakatla, Tadepalligudem – 534101
West Godavari District, Andhra Pradesh, India

DECLARATION BY THE STUDENT

I hereby declare that I will abide by the rules and regulations framed by the Hostel Administration Committee (HAC) from time to time and in the event of any misconduct and /or violation of hostel rules by me and destruction of hostel / institute property, I am aware that I have to undergo disciplinary action recommended by HAC. I hereby undertake that in case, if I found involved in any ragging case, I am liable for punishment recommended by the appropriate authorities.

Place:

Date:

Signature of the Candidate

DECLARATION BY THE PARENT/GUARDIAN

I hereby declare that my ward/son/daughter

Mr./Miss./Ms.

B.Tech/M.Tech/MS(Res)/Ph.D:

Branch:

shall abide by the rules and regulations of the hostel in force failing which, he/she can be expelled from the hostel or institute or both.

Place:

Date:

Signature of the Parent/Guardian

(FOR OFFICE USE ONLY)

Please admit Mr./Miss/Ms. _____

S/o D/o of _____

B.Tech/M.Tech/MS(Res)/Ph.D _____

Branch _____

to the Hostel as Resident Boarder.

Date:

Chief Warden
NIT Andhra Pradesh, Hostels



HOSTEL UNDERTAKING FORM

1. I always obey the rules and regulations of the Institute / hostels that are issued time-to-time during my stay.
2. I am aware that most of the facilities are already created that makes my comfortable staying the hostels.
3. I know that the personal motor vehicles will not be allowed inside the campus.
4. I will take permission to use the private vehicle (Taxi/Auto etc.,) only if, I have heavy luggage with me or if, I am sick.
5. I am aware that, outside food will not be permitted to the hostel rooms and it is only permitted up to the dining halls.
6. I am aware that, I need to mandatorily enter my movement in the movement register kept in the hostels and I will do the same.
7. I will always cooperate with the Institute / hostel staff and I will not mis-behave with the Chief Warden, Deputy Chief warden, Warden and staff members or any other person working in the hostel.
8. I am aware that, the lockable almirahs are provided to each resident of the hostel and I will be responsible for the safeguard of all my belongings.
9. I will come back to hostel before the prescribed time as notified by the hostel management. I am also aware that during my outing period, I am responsible for my safety and security and the Institute or hostel management is no way responsible for any untoward incident happening outside. While going out of the Hostel, I will carry my Institute/ Hostel Identity Card. I will be fully and solely responsible for my acts within the institute and outside the NIT Andhra Pradesh premises.
10. I will be inside the hostel by 9.00 PM on any day, which may be extended with the prior permission from the warden.
11. I am aware that, on repeated late arrival to the hostel after outing, I may be suspended/expelled from the hostel/Institute.
12. I will not indulge in gambling, smoking, consuming liquor, narcotic drugs or any other intoxicants inside /outside of the Institute/Hostel. If I am found in such intoxicated condition, I will accept any punishment imposed by the hostel management/Institute authorities including expulsion from the hostels and or rustication from the Institute.
13. I will not spread any kind of unauthorized data (text/audio/video etc.,) across the social media platforms (like Twitter/ Facebook/ WhatsApp etc.,) against the hostels/Institute which can downgrade the reputation of NIT Andhra Pradesh.
14. For any problems in hostels/mess, I will approach the appropriate authorities through a proper channel and I will abide to the hierarchy.
15. I am aware about anti-ragging law and undertake not to indulge, directly or indirectly, in any ragging activity in the hostel or Institute campus or outside.
16. I will not use electrical appliances, such as, electric kettle/stove, electric rice cookers, electric iron, immersion heater and if I am found using any of these items, I agree to be fined a minimum of Rs.1,000/- at the first instant, and will have no



राष्ट्रीय प्रौद्योगिकी संस्थान आंध्रप्रदेश
NATIONAL INSTITUTE OF TECHNOLOGY ANDHRA PRADESH
Near National Highway No. 216A, Kadakatla, Tadepalligudem – 534101
West Godavari District, Andhra Pradesh, India

objection if expelled from the hostel if found using any of these items for the second time.

17. If I break or damage any electrical appliances, fire extinguishers switch board or any other articles in hostels, I agree to pay double the total cost of the material and also be levied fine as applicable.
18. If any individual or group is identified to have caused the damage, double the cost will be recovered from him/her/group.
19. If damage is done in anyone of the rooms and the person(s) is / are not identified, then double the cost will be recovered from the room-mates collectively.
20. If a damage is done outside the rooms i.e., in common places like corridors, bathrooms, recreation halls, mess etc., and the person(s) is/ are not identified, then double the cost will be recovered, floor wise or block wise or on the whole, as the case may be. Repetition of damage to the hostel property by the same occupants will result in their expulsion from the hostel.
21. I will settle all my hostel dues in time.
22. I will not allow any day-scholar or outsider in my room without permission and in case of its violation, I may be suspended/expelled from the hostel/Institute.
23. I am aware that, preparing or cooking any type of food is prohibited within the hostel premise/Institute.
24. I will not involve / organize in any anti-social activities, strikes / bundh / religious activities that tarnishes the reputation of NIT Andhra Pradesh.
25. I will claim my caution deposit paid if any only at the end of the program duration or at the time of leaving the program in between.

I.....son/daughter of.....

Bearing roll no..... joining/studying Year of
B.Tech./M.Tech./MS(Res)/Ph.D.....Course in the
branch of will abide by the

Rules/Policies/Orders/Instructions written above and also issued by the Hostel Office from time-to-time. I fully understand that in case of violation of any of the Rules/Policies/Orders/Instructions, I may be imposed heavy penalty which may include expulsion/ suspension from the hostel and/or even rustication from the Institute.

Date:

Place:

Signature of Student



राष्ट्रीय प्रौद्योगिकी संस्थान आंध्रप्रदेश
NATIONAL INSTITUTE OF TECHNOLOGY ANDHRA PRADESH
Near National Highway No. 216A, Kadakatla, Tadepalligudem – 534101
West Godavari District, Andhra Pradesh, India

AFFIDAVIT BY THE PARENT/GAURDIAN (Anti-Ragging)
(To be submitted to the Hostel authority)

I..... Father/Mother/Guardian of
..... have carefully read and fully understood the law
prohibiting ragging and the directions of the Supreme Court and the Central/ State
Government in this regard as well as the Regulation on curbing the menace of ragging.

I assure you that my son/ daughter /ward will not indulge in any act of ragging.

I hereby agree that if he/she found guilty of any aspect of ragging he/she may be
punished as per the Provisions of Regulations mentioned above or as per the law in
force.

Signed on this day of..... month of Year

Full Name

Correspondence Address

.....
.....
.....

Signature

Permanent Address

.....
.....
.....



राष्ट्रीय प्रौद्योगिकी संस्थान आंध्रप्रदेश
NATIONAL INSTITUTE OF TECHNOLOGY ANDHRA PRADESH
Near National Highway No. 216A, Kadakatla, Tadepalligudem – 534101
West Godavari District, Andhra Pradesh, India

AFFIDAVIT BY THE STUDENT (Anti-Ragging)
(To be submitted to the Hostel authority)

I.....S/o/D/o.....

..... have carefully read and fully understood the law prohibiting ragging and the directions of the Honorable Supreme Court and Central/ State Government in this regard.

I hereby undertake that: -

1. I shall not indulge in any misbehavior or an act that may come under the definition of Ragging.
2. I shall not participate in or abet or propagate ragging in any form in and outside the institute.
3. I shall not hurt anyone physically or psychologically or cause any harm to others.
4. I shall take proper permission from the Hostel Warden/Assistant Warden whenever I have to go out of the Tadepalligudem town.
5. I shall not visit dangerous places and shall never venture out to take bath in any river following near the Tadepalligudem town or other places during the complete course.
6. I shall not take hard drink in the Hostel and shall not come in an inebriated condition to the hostel.
7. I shall not smoke in the hostel, within Institute campus/ public places.
8. I shall not go to press without prior permission of hostel authority.
9. If I am caught violating any hostel rule, I may be expelled from the hostel without any warning and enquiry. At the same time disciplinary action may also be initiated against me at the Institute level.

I hereby agree that if I am found guilty in any aspect of ragging or violating any one of the above statements, I may be punished as per the provisions and/or as per the law in force.

Signed on this day of month of year
.....

Signature **Correspondence Address:**



राष्ट्रीय प्रौद्योगिकी संस्थान आंध्रप्रदेश
NATIONAL INSTITUTE OF TECHNOLOGY ANDHRA PRADESH
Near National Highway No. 216A, Kadakatla, Tadepalligudem – 534101
West Godavari District, Andhra Pradesh, India

AFFIDAVIT BY THE STUDENT
(Undertaking)

(To be submitted to the Hostel authority)

1. I.....S/o or D/o..... student of B.Tech./M.Tech. /MS(Res)/Ph.D. year.....branch roll no hereby solemnly affirm and undertake to abide by following instructions/directions:
2. I understand that I am not permitted to keep and use any motorized vehicle inside as well as outside the campus of NIT Andhra Pradesh without prior permission.
3. I will not indulge in smoking, consumption of pan masala, gutkha, drugs, narcotics and alcoholic beverages in the Institute / Hostel Campus. If any of the above items is found in my possession or in my room or if I would be found intoxicated, then I shall be liable to sever disciplinary action.
4. I shall not use social websites for spreading misinformation about others and nor will I tarnish the image of others. I shall not indulge in any activity leading to cybercrime.
5. I shall never involve myself in any groupism leading to destruction, quarrel, disturbing peace, harmony & academic ambience of the Institute.
6. I shall never involve in any groups based on cast, creed, region, religion, state, district etc.
7. I will neither indulge in any mob activities, violence of any kind with fellow students & employee's and security staff, nor possess any type of weapons and explosives.
8. I understand that I am not permitted to carry mobile phone in the class room premises.
9. I will not use external speakers along with my computers, if any, and cause disturbance to others in the Hostel.
10. I will not allow any of my relatives, family members & friends to stay in my room without permission.
11. I shall always abide by the rules and regulations of NIT AP hostels failing which I shall be liable to punishment including expulsion / rustication from the hostel / Institute as may be awarded by Institute. The Institute decision will be absolute final and binding and no appeal will be admissible against it.

In witness whereof, I have fixed my signature on this undertaking.

Date:

Place:

(Signature of Witness/Parent/Guardian)

Name.....

Address.....

Email/Phone No.....

Date

Name of the student Year

Roll No.....

Branch/SemesterName of the NIT AP Hostel block &

Room No (if allotted) Mobile No

Signature of the Student