PROSPECTUS GIETEE- 2020

GIET UNIVERSITY, Gunupur, Odisha

IMPORTANT INSTRUCTIONS FOR FILLING UP OF APPLICATION FORM

1. Please make sure that you are using the correct application form.

2. Do not scribble, smudge, tear or wrinkle the application form. Do not put any stray marks anywhere on the application form.

3. Your photograph, signature and address, will also be scanned by a machine that recognizes only good quality images. Therefore, paste a recent, passport size, colour photograph of good quality and sign in the space provided with a black ball-point pen only. Do not stick an attested photograph.

4. Write the complete address giving your name and PINCODE correctly and legibly. Please note that this block will appear as such in all our correspondence with you. In case you happen to make a mistake, cover the whole box with a slip of white paper of the same size and write your address on it. Your address must not exceed the box.

5. The use of the address of any coaching centre/ Institution is strictly prohibited. If anybody uses the address of any coaching centre / Institution in his / her application form, it will be rejected.

6. Do not staple, pin, stitch or stick anything on to the application form. Paste only the photograph in the space provided.

7. Ensure the correctness of your mailing address, the PINCODE, valid e-mail ID, telephone number with correct STD CODE and mobile number. Please note that GIET UNIVERSITY will not be responsible, if communications do not reach you due to incomplete or illegible address, invalid e-mail ID or wrong mobile number.

8. You must quote your application number for reference in all your future correspondence.

9. The completed application form should be enclosed separately in the printed envelope provided, addressed to GIET UNIVERSITY, GUNUPUR-765022, ODISHA, INDIA, www.giet.edu and sent through Registered Post or Speed Post, so as to reach the Office of Admissions on or before 30th April 2020.

10. GIET UNIVERSITY will not be responsible for any postal delay or irregularity or loss in postal transit.

11. Ensure that your application is complete in all respects. An incomplete application or an application filled in a language other than English will be summarily rejected.

12. Options given in the application form cannot, in general, be altered at a later stage.

13. You should retain a photocopy of the application form for your reference.

Check List

Before posting the application please ensure the following:

- Read the instructions before filling the Application Form.
- Use a black ball-point pen to enter the codes in the boxes and a pencil to shade the alphabet / Numeral / circle as indicated.
- Affix a recent, colour photograph of good quality in the space provided.
- Do not get the photograph attested.
- Write your complete postal address, to which communication is to be sent, clearly and legibly.
- Enter the correct PINCODE.
- Indicate the correct STD code and Phone No. / Mobile No.
- Mention your correct E-Mail ID & Mobile number.
- Sign in the space provided.
- Parent /Guardian's signature in the declaration form.
- Do not use any pins or stapler pins in your application.
- Clearly indicate whether you require hostel accommodation or not.
- Enter the correct Test City Code on the envelope provided.
- Retain a photocopy of your application.
- Enter your application number for all future references.

- **For online applicaion form visit www.giet.edu**
- **For downloading admit card visit www.giet.edu**
- **Online applicants need not fill the hard copy format of the application form**

GIETEE *Pronounced as "Gitee"*

Contents

1. Introduction:

GIET UNIVERSITY is emerging as a benchmark for the continuous journey towards excellence amongst institutions of higher education in the field of science & technology, Management, Agriculture and then allied sciences across the country. Its values of equality, transparency and healthy collaboration have been ably guided by great academicians.

The ubiquitous sense of joy and enthusiasm observed in the campus bears testimony to the positive learning and living experiences enjoyed by every student at GIET UNIVERSITY. Ours is a place where opportunities for learning as well as recreation are maximized and distractions are minimized.

GIET UNIVERSITY students get to feel the taste of a borderless world through a heterogeneous group of students from across the globe, who have made GIET UNIVERSITY as their institution of choice.

GIET UNIVERSITY has long since been devoted to provide quality education in various Engineering disciplines of Science and Technology and of late it has proliferated into frontiers of Research as well. The Institute follows a rigorous selection procedure to admit students into various programmes. An exclusive entrance examination for all B.Tech Programmes, Gandhi Institute of Engineering Technology Entrance Examination (GIETEE), is conducted for all those aspiring for a career in engineering.

2. Programs offered

A. SCHOOL OF ENGINEERING & TECHNOLOGY

I. B.Tech Programs offered

i   Agricultural Engineering
ii   Mechanical Engineering
iii   Computer Science Engineering
iv   Electronics & Comm. Engg.
v   Civil Engineering
vi   Chemical Engineering
vii   Petrochem and Petroleum Refinery Engg
viii   Biotechnology
ix   Electrical Engineering
x   Electrical & Electronics Engineering
xi.   Pharmaceutical Engineering*
xii.   Metallurgy*

Disciplines under approval of AICTE

II. M.Tech Programs offered

i   Heat Power and Thermal Engg.
ii.   Machine Design
iii.   Computer Science & Engineering
iv.   Structural Engineering
v   Construction Technology & Management
vi.   Power Electronics Engineering
vii.   Electronics & Communication Engg.
viii. Chemical Engineering
ix.   Biotechnology
x.   Manufacturing Technology

III. M. C. A.

Master in Computer Application

IV. B. C. A.

Bachelor in Computer Application

B. SCHOOL OF MANAGEMENT STUDIES

i   M.B.A (2 year, 4 semesters)
ii.   B.B.A (3 year, 4 semesters)

C. SCHOOL OF AGRICULTURE

i   B.Sc. Agriculture (4 year, 8 Semesters)

D. SCHOOL OF SCIENCES

i   M.Sc. Physics (2 year, 4 Sems)
ii.   M.Sc. Chemistry (2 year, 4 Sems)
iii.   M.Sc. Mathematics (2 year, 4 Sems)
iv.   M.Sc. Life Sciences (2 year, 4 Sems)
v.   M.Sc. Biotechnology (2 year, 4 Sems)

D. SCHOOL OF HUMANITIES

i   M.A. (English) - 2 year, 4 Sems
ii.   M.A. (Education) - 2 year, 4 Sems

3. ELIGIBILITY FOR B.TECH IN ENGINEERING COURSES

3.1. Nationality

The applicant for admission should be a Resident / Non- Resident Indian National/PIO/OCI/FN.

PIO/OCI candidates should have studied in schools located in India in the preceding two years.

3.2. Qualifying Examination:

❀ Candidates appearing for the GIETEE-2020 should have either completed or shall be appearing in 2020, in any one of the following qualifying examinations:

❀ The final examination of the 10+2 system of Higher Secondary Examination conducted by the State Board, Central Board of Secondary Education (CBSE, New Delhi), The Council for Indian School Certificate Examination (ISCE, New Delhi).

❀ Intermediate or Two-year Pre-University Examination conducted by a recognized Board/ University.

❀ High School Certificate Examination of the

Cambridge University or International Baccalaureate Diploma of the International Baccalaureate Organization, Geneva.

❀ General Certificate Education (GCE) examination (London/ Cambridge/Srilanka) at the Advanced (A) level.

❀ As per GIET UNIVERSITY norms, NIOS candidates are also eligible to apply. They should submit Migration-Cum-Transfer certificate at the time of admission.

3.3. Eligibility Criteria in the Qualifying Examination:

Candidates who have studied Physics, Chemistry and Mathematics at 12th standard level are eligible for all the B.Tech. Degree Programmes.

However, candidates who have studied Physics, Chemistry and Biology are eligible for B.Tech. Biotechnology programmes.

Candidates appearing for the GIETEE-2020 should have secured an aggregate of 45% in Physics, Mathematics, and Chemistry/Biology in the qualifying examination (+2/Intermediate).

3.3.1. B.Tech (4 Years)

Passed 10+2 examination with Physics and Mathematics as compulsory subjects along with one of the Chemistry/ Biotechnology/ Biology/ Technical Vocational subject/ Computer Science/ Information Technology/ Informatics Practices/ Agriculture/ Engineering/Graphics/ Business Studies.

Obtained at least 45% marks (40% marks in case of candidates belonging to reserved category) in the above subjects taken together.

OR

Passed Diploma (in Engineering and Technology) examination with at least 45% marks (40% marks in case of candidates belonging to reserved category) subject to vacancies in the First Year, in case the vacancies at lateral entry are exhausted.

Candidates who have studied Physics, Chemistry and Mathematics at 12th standard level are eligible for all the B.Tech. Degree Programmes.

However, candidates who have studied Physics, Chemistry and Biology are eligible for B.Tech. Biotechnology programmes.

3.3.2. LE Tech. (3 Years)

a. Passed Diploma examination with at least 45% marks (40% marks in case of candidates belonging to reserved category) in ANY branch of Engineering and Technology.

b. Passed B.Sc. Degree from a recognized University as defined by UGC, with at least 45% marks (40% marks in case of candidates belonging to reserved category) and passed 10+2 examination with Mathematics as a subject.

c. Provided that the students belonging to B.Sc. Stream, shall clear the subjects Engineering Graphics/ Engineering Drawing and Engineering Mechanics of the First Year Engineering Programme along with the Second year subjects.

d. Provided that the students belonging to B.Sc. Stream shall be considered only after filling the supernumerary seats in this category with students belonging to the Diploma stream.

e. Passed D.Voc. Stream in the same or allied sector.

f. In the above cases, a suitable bridge Courses, if required such as in Mathematics may be conducted.

3.3.3. M.B.A. (2 Years)

Passed Bachelor Degree of minimum 3 years duration.

Obtained at least 50% marks (45% marks in case of candidates belonging to reserved category) in the qualifying Examination.

3.3.4. M.C.A. (2 Years)

Passed BCA/ Bachelor Degree in Computer Science Engineering or equivalent Degree.

OR

Passed B.Sc./ B.Com./ B.A. with Mathematics at 10+2 Level or at Graduation Level (with additional bridge Courses as per the norms of the concerned University).

Obtained at least 50% marks (45% marks in case of candidates belonging to reserved category) in the qualifying Examination.

3.3.5. M.Tech. (2 Years)

Passed Bachelor's Degree or equivalent in the relevant field. Refer **annexure-1** for eligibility of branch (BTech) for applying for a MTech course.

Obtained at least 50% marks (45% marks in case of candidates belonging to reserved category) in the qualifying Examination.

3.3.5. L.E. Tech (B.Sc.) 3 Years

a. Passed B.Sc. Degree from a recognized University as defined by UGC, with at least 45% marks (40% marks in case of candidates belonging to reserved category) and passed 10+2 examination with Mathematics as a subject.

b. Provided that the students belonging to B.Sc. Stream, shall clear the subjects Engineering Graphics/ Engineering Drawing and Engineering Mechanics of the First Year Engineering Programme along with the Second year subjects.

c. Provided that the students belonging to B.Sc. Stream shall be considered only after filling the supernumerary seats in this category with students belonging to the Diploma stream.

3.4. Candidates belonging to SC/ST:

● Fill in the proforma as given in Annexure and have it attested by a competent authority (The list of authorities empowered for the same is given in the Annexure).

● For candidates hailing from Jammu and Kashmir and the North Eastern states of Arunachal Pradesh, Assam, Manipur, Meghalaya, Mizoram, Nagaland, Sikkim and Tripura. Fill in the CERTIFICATE TO PROVE NATIVITY (proforma given in Annexure).

● These documents should be produced at the time of counselling, failing which they will not be considered for admission.

● In case, the mark statement is not produced by the candidates at the time of admission, the decision of the Management regarding his/her eligibility and admission to the programme shall be final.

3.5. Age Limit

Candidates whose date of birth falls on or after 1st July 1997 are eligible to apply for GIETEE-2020. The date of birth as recorded in the High School / SSC / X Certificate will be considered authentic. Candidates should produce this certificate in original as proof of their age at the time of counselling, failing which, they will be disqualified. Candidates must have completed the age of 17 years (For UG courses only) as on 1st July of the admission year.

3.6. Additional Information

It is the responsibility of the candidates to ascertain whether they possess the requisite qualifications for admission. Having been called for the test / counselling does not necessarily mean acceptance of the eligibility. If found ineligible at any point of time he/she will be treated as ineligible and admission will be cancelled as per the norms.

It is mandatory that all the original relevant documents (such as Marks statement, Transfer Certificate, Conduct Certificate, etc.,) should be submitted to the Admissions Office at the time of admission.

Admission to various programmes is however, subject to verification of facts from the original certificates/ documents of the candidates. In case, any discrepancy arises, even at a later point of time after admission, the management reserves all rights to cancel the candidate's admission and this decision shall be final.

4. Admission Procedure:

● The admission will be purely on the basis of the marks secured in the GIETEE-2020, conducted by GIET UNIVERSITY.

● The candidates who have secured valid JEE Main 2020 rank too are eligible for taking part in the counseling process as 50% of the total seats are reserved for JEE Main/OJEE candidates.

● Candidates who have not appeared for the GIETEE/JEE Main/OJEE are not eligible for admission.

● Candidates will be short-listed based on their entrance examination rank and will be called for the counselling.

5. Schedule of GIETEE 2020 - Computer Based Test (CBT):

• GIET Engineering Entrance Examination will be conducted from **18.05.2020 to 27.05.2020**

• The paper based examination will be conducted on **19.05.2020 & 26.05.2020**

• The duration of the entrance examination will be of 2 hours.

• The exam will be conducted as 3 sessions per day.

• Exam Timings (IST):
  I session - 9.00 am - 11.00 am
  II session - 12.00 pm - 2 .00 pm
  III session - 3.00 pm - 5 .00 pm
  Examination may be conducted in multiple sessions. However, a candidate is allowed to appear in anyone specified session (PCME/ PCBE) only.
  Please refer to slot booking for further details in www.giet.edu from March - 2020 onwards.

6. Patern of the Entrance Examinaion – CBT

6.1. Quesion Paper:

• All Questions will be of Multiple Choice Question (MCQ).

- PART-I - Physics
- PART-II - Chemistry
- PART-III - Mathematics / Biology
- PART-IV - English
- Candidates attempting Physics, Chemistry, and Mathematics & English are eligible for all the B.Tech programmes offered.
- Candidates attempting Physics, Chemistry, Biology & English are eligible for B.Tech. Biotechnology & B.Sc Agriculture courses.
- The selection of subjects (Physics/Chemistry/ Mathematics or Biology/English) has to be mentioned in the application form itself.
- The questions will primarily be from the CBSE syllabus. The syllabus for the Entrance Examination is given in APPENDIX-IV of this brochure.
- Each part has 40 questions and English has 5 questions, with each question carrying one mark.
- Each question is followed by 4 alternative answers. The candidate will have to choose the correct answer and click the same.
- No negative marks for wrong answers.

6.2. Language of the Quesion Paper:

- The Question paper will be in English only.

7. Important Instrucions pertaining to GIETEE-2020 - CBT (Computer Based Test)

The salient features of the Computer Based Test are:

- The candidate sits in front of the computer and the questions are presented through the monitor.
- The candidate submits his or her answer by using the mouse.
- The computer is connected to the server, which delivers the encrypted test in real ime through a secure and reliable connection.
- It is assumed that the candidate is familiar with the use of a computer like the use of keyboard and mouse operation.
- It is the responsibility of the candidate to acquire these basic computer skills before appearing for the entrance test and the University cannot take responsibility for the same.

Computer Based Test Procedure

- The candidates must ensure that the computer allotted to them is switched on and any problem with the computer should be informed to the invigilator immediately.
- The questions appearing on the screen will be in English. All questions will be of Multiple Choice Question (MCQ) type. Each MCQ consists of a stem which may be in the form of a question or an incomplete statement and four responses labeled A, B, C and D. Only one of the four responses is the correct answer. Candidate needs to choose that answer.
- Candidates can navigate freely back and forth, through the questions.

Important Note

- The number of examination days will be estimated based on the total number of applications received and the test centers will be given as chosen by the candidates in the application form.
- In an unlikely event of a technical failure during the test, the candidate may be required to attempt the test again. Candidate must visit www.giet.edu regularly to obtain latest news, information and updates on the entrance test.
- GIET University reserves the right to reschedule the examination for a candidate. The candidate will not be charged any additional entrance exam fee if the re- schedule is initiated by GIET. However, the candidate has to make his / her own arrangements at his/her cost similar to the original schedule to take the test in the revised schedule.
- Candidates should strictly submit only one application to appear for the GIETEE. If more than one application is found, the entire registration will be rejected by GIETU.

7.1 Online Test Booking System

- Online Test booking system is a web based online scheduling system available at www.giet.edu
- Candidate should first choose the Test City/ Venue (This should be the same as the one chosen in the application form) the date and the batch for the exams.
- The schedule bookings are done on a 'first-come-first-served basis satisfying the eligibility norms, and are subject to the availability of the test centre, date and time.
- **In case of non-booking of slot, the slot will be booked automatically by the University based on the information given on the application form.**

Online Test Booking Procedure

- While booking your online test schedule, please ensure that you have a photocopy of the application form you submitted and the Online Test Booking Password.

- A slot once booked cannot be changed. Request for change of test city, date, slot and subject will not be entertained under any circumstances.

- In case of non-availability of slots for the test centre of your choice, the candidate may choose to book a slot in an alternative centre / date.

- The online test booking system is available only for those eligible candidates who have submitted the application form in all respects on or before the last date mentioned.

- It is the responsibility of the candidates to book their test schedule in the ONLINE TEST BOOKING SYSTEM within the stipulated time. GIET-U will not be held accountable for the non-bookings. The entrance test fee will not be refunded under any circumstances in such cases.

- The confirmation mail will be sent automatically to the candidate's email address after he / she has booked his / her schedule through the Online Test Booking System.

- Once the booking is complete, the e-Admit card will be generated which needs to be printed by the student from the same page. Reprint option is also available on the same URL link.

8. Applicaion Forms

8.1. Issue of Applicaion Forms - Online

Candidates can also apply online at **www.giet.edu** through the following mode : The online applicants need not send the hard copy of the application form to the University.

8.2. Issue of Applicaion Forms – Hard Copy

- The Prospectus and the information brochure for the B.Tech. programme, along with the necessary enclosures which include the Application Form and a printed self-addressed envelope, can be obtained FREE OF COST - from addresses as given in the GIET-U website: www.giet.edu

  Candidates can also obtain the application form in person from

  i.   GIET University Campus, Gunupur

ii.   GIET Univ. Corp Office, Bhubaneswar

iii. GIET Univ. Zonal Office, Rourkela

iv.   GIET Univ. Zonal Office, Berhampur

v.   GIET Univ. Zonal Office, Jamshedpur

vi.   GIET Univ. Zonal Office, Patna

vii. GIET Univ. Zonal Office, Bhabanipatna

viii. GIET Univ. Zonal Office, Jeypore

ix.   GIET Univ. Zonal Office, Kolkata

x.   GIET Univ. Zonal Office, Bengaluru

- Candidates are advised to obtain the information brochure/application form only through the means mentioned above and not from any private publisher/ vendor.

8.3. Returning the Completed Hard Copy Applicaion:

The application form duly completed should be checked to see, if all the items have been correctly filled and appropriate codes indicating your exact choice have been put in the right spaces provided against each.

Your application should be sent either by Registered Post or Speed Post in the self-addressed envelope provided by GIETU, so as to reach the office on or before April 30th, 2020. Before dispatching the application form ensure that you have filled in the correct Test City, Subject and tick the checklist on the envelope provided.

Note:

Incomplete application form shall not be considered and no correspondence shall be made in this regard.

8.4. Receipt of Completed Applicaion Form:

The last date for receipt of hard copy of completed application form at GIETU is 30th April, 2020.

Any application received after the last date will not be accepted. Any delay in receiving the application by the candidate will not be considered unless there is a valid reason for late submission. The GIET-U will not accept responsibility for any postal delay, irregularity or loss in postal transit. Do not enclose any original document with the application form.

9. Test Cies for GIETEE-2020

The list of Test Cities along with their corresponding codes is found in APPENDIX- III of this informaion brochure.

10. e-Admit Card

10.1. Important Informaion:

- The e-Admit card will be generated once the candidate has booked his/her schedule through the Online Test Booking System.

- The e-Admit card will be auto-generated for those candidates who book a slot using the Online Test Booking system before the last date. For those who have not booked, slots will be generated based on the information given in the application form and availability of the slot.

- The e-Admit card will indicate the e-Admit card number, photograph of the student, address of the test center, test date and time selected by the candidate. Discrepancies, if any, must be brought to the notice of GIET University immediately.

- The e-Admit card will be made available for candidates in www.giet.edu Candidate should provide the application form number and Online Test Booking password to download the e-Admit card.

- The copy of the e-Admit card will also be emailed to the candidate.

- Candidates must provide a valid email ID in the application form. The e-Admit card will not be dispatched to candidates via post or fax.

- Candidates should ensure that a printer is connected to their computer while printing the e-Admit card.

- Candidates should take a print out of the e-Admit card using the print option on A4 size paper only. Please ensure that all information on the e-Admit card including photograph is clearly visible on the print out.

- Candidates will not be permitted to appear for the test without valid e-Admit card.

- Candidates must not mutilate the e-Admit card or change any entry made therein after it has been authenticated and received by them. Impersonation is a legally punishable offence.

- The e-Admit card is an important document and it must be preserved and produced at the time of counselling / admission.

  Candidates will be allowed to attend the test, with the following documents. Candidate should report to the selected test centre with:

  1. e-Admit card

  2. Photocopy of the application form and

3. Any one of the following for photo identification.

    a. School or college Photo ID card

    b. Twelfth Standard board exam hall ticket (or) admit card bearing photo

    c. Aadhar Card

    d. Driving License

    e. Voter ID card

    f. IT Pan Card

10.2. Admit card will not be processed if the Applicaion is incomplete:

- In the case of an eligible candidate, whose application form is incomplete (For e.g. Declaration not signed, no signature below the photograph, photograph not affixed on the application form, address not clearly written, invalid e-mail ID etc.), the application will not be processed for the issue of an Admit Card. GIETU does not take the responsibility to inform such candidates.

  "Candidates are advised to thoroughly check the application form (Hard Copy) before posting.

  Candidates are not allowed to carry any items other than the documents mentioned in information brochure (Refer Item: 10.1) to the examination hall. GIETU will not be responsible for any loss of valuables."

Do's for the candidates

- Candidates should take a print out of the e-Admit card using the print option on A4 size paper only. Please ensure that all information on the e-Admit card including photograph is clearly visible on the print out.

- Be present at the test centre as per the reporting time mentioned in the e-Admit card.

- Register your name in the registration counter and carry the e-Admit card and a valid ID proof for verification.

- Occupy the allotted seat only.

- Maintain perfect silence and work on your testing process only.

- Sign the attendance sheet in the presence of the invigilator.

Dont's for the candidates

- Not allowed to carry any text material, printed or written, bits of papers or any material except the e-Admit card inside the test hall.

- Not permitted to carry any electronic devices like mobile phones, calculators, spy cameras

and music systems.

- Not allowed to go outside the test hall till the completion of the entire duration of the exam time.
- Not allowed to eat or drink anything (snacks, tea, coffee and cool drinks etc.) inside the test hall. Plain water bottles with nothing written or printed on them will be allowed.
- Violation of any instruction and adoption of any unfair means in the examination hall will make the candidate ineligible for admission.
- Impersonation (or any such crimes) will be reported to Police.

11. Pen & Paper Test (PPT)

Ten minutes before the commencement of the examination, each candidate will be given sealed Question Paper Booklet with an answer sheet placed inside it. Immediately on the receipt of the Question Paper Booklet, the candidate will fill in the required particulars on the cover page of the Question Paper Booklet with Ball Point Pen only. He / She will not open the Question Paper Booklet until asked to do so by the invigilator. Do not open/break the seal before the announcement.

In case of turned / mutilated Question Paper Booklet and answer sheet should be immediately returned to the invigilator for the replacement with another set of same series as available within the examination hall invigilator

Five minutes before the commencement of the paper the candidate will be asked to break/open the seal of the Question Paper Booklet. In case of any discrepancy, the candidate should immediately report the matter to the Invigilator for replacement of both the Question Paper Booklet and the answer sheet.

Candidates are required to fill the examination details on the answer sheet with Ball Point Pen. After completing this step, the candidates will wait for the instruction by the invigilator.

After opening the Question Paper Booklet by breaking the seal, the candidate will check that the question paper booklet contains as many numbers of pages as are printed on the top of the first page.

No candidate, under any circumstances, will be allowed to enter the examination hall 30 minutes after the commencement of the examination.

Candidates must follow the instructions strictly as instructed by the Centre Superintendent/ Invigilators.

Candidates should not leave the room/hall without handing over their Answer Sheets to the invigilators

on duty.

A bell will be given at the beginning of the examination and at half-time. A signal will also be given before the closing time when the candidate must stop marking the responses.

The candidates must sign on the Attendance Sheet, Answer Sheet & Question Paper Booklet at the appropriate place.

The candidate shall not remove any page(s) from the Question Paper Booklet and if he/she is found to have removed any page(s) from his/her Question Paper Booklet, he/she will be presumed to have used unfair means and shall be liable for legal action.

Out of four alternate answers given for each question, only one circle for the correct answer is to be darkened on the Answer Sheet. Use Blue or Black Ball Point Pen to completely darken the appropriate circle, i.e. one circle for each entry. If two circles are darkened, evaluation may go wrong.

The answer once marked is not liable to be changed. So mark cautiously.

Rough work shall be done only in the rough space allotted in the Question Paper Booklet.

If the candidate does not want to attempt any question he/she should not darken the circle given against that question. Do not fold the Answer Sheet and do not make any stray marks on it.

12. Results & Rank List:

A merit list will be shortlisted based on the total marks secured in GIETEE-2020.

Note: There is no provision to send the marks of the candidates (selected or unselected) by post. At the time of publication of the results, **the rank will be intimated through SMS**, if the mobile number of the applicant is provided.

Since the final grades are scrutinized with extreme care, there is no provision for re-grading and re-totaling. The photocopies of the answer sheets will not be made available. No correspondence in this regard will be entertained.

13. Counselling Procedure:

13.1. Advance Payment:

The selected candidates will have to submit a DD for `25,000/- in favour of 'GIET UNIVERSITY', payable at Gunupur, on the confirmation of seat and acceptance of branch allotted. This includes 15,000/- (Inclusive of GST) towards counselling process fee. **Counselling process fee is NON-REFUNDABLE, but will be adjusted**

in the tuition fees once the candidate joins the University.

13.2. Counselling procedure for allocation of seats/ branch:

The counselling for allocation of branches to the short- listed candidates is based on their All India Rank (AIR) in GIETEE-2020. A candidate may obtain this information on our website or by calling the GIET UNIVERSITY office, a day after the declaration of the results of GIETEE-2020.

The intimation regarding counselling dates will be displayed in the GIET UNIVERSITY website. SMS will also be sent to the qualified candidates after the declaration of the results. A Common selection and Admission procedure will be followed through single window counselling for all the B.Tech programmes. Candidates who have been shortlisted for counselling should also attend the same, in person.

To take care of possible absentees, the number of qualified candidates is kept more than the number of seats available in GIET UNIVERSITY. The fact that a candidate has qualified in the GIETEE-2020 and has been called for the counselling does not guarantee admission to him / her. This depends upon the candidate's All India Rank (AIR) in the entrance examination and the availability of seats.

Details of the various branches offered under the B.Tech programme in the current year, the total number of seats allocated for each branch at the time of counselling, the number of seats still available will be displayed at the counselling centre to enable the candidates to make their choice. Based on the availability, the candidate will be allotted the branch.

GIET UNIVERSITY is in no way responsible for information regarding counselling not reaching the candidates. They should check the GIET UNIVERSITY website: www.giet.edu for information about counselling. No change of date/time of counselling is permissible. If a candidate does not personally appear before the Admission Committee for counselling on the date specified, his/her seat shall be offered to the next candidate in the order of merit. However, due to unforeseen reasons, if a candidate is unable to attend the counselling on the specified date and time, he/she can attend on a subsequent date/time, after duly intimating the office, regarding this. But the candidate can only opt for the branch available at that point of time and cannot claim any other branch as per his/her original turn / seniority.

After the counselling for a particular day is over, the number of seats (branch wise) available for allotment for the next day of counselling will be published in the website.

If the mark statement of the qualifying exam has not been received before the date of counselling, the candidate would have to furnish an undertaking stating that if he/she fails to qualify as per the norms, it would lead him / her to forego his / her seat.

Candidate will not be permitted to attend counselling more than once under any circumstances. Similarly no change of branch will be entertained.

13.3 Advance payment for Hostel:

Candidate requiring hostel accommodation will have to submit a separate crossed Demand Draft for `35,000/- drawn in favour of 'GIET UNIVERSITY', payable at Gunupur and students need to mention their choice of food (Vegetarian/Non Vegetarian etc.,) in the online student profile, while filling the online counselling form. Payment of Hostel Advance does not necessarily guarantee Hostel Accommodation. Hostel Accommodation will be made according to the availability.

13.4. Submission of Documents at the time of counselling

The candidates should produce the following documents in original along with two sets of photocopies while reporting to counselling.

- GIETEE-2020 e-Admit Card, Counselling Admit card and GIETEE-2020 Result copy
- Class X Board Certificate as a proof of date of birth or any other age proof Certificate
- Mark sheet of Qualifying Examination (If available)/ XII Hall ticket (For candidates awaiting results)
- Caste Certificate (For SC/ST only)
- Nativity Certificate (For candidates hailing from Jammu and Kashmir and the North Eastern states of Arunachal Pradesh Assam, Manipur, Meghalaya, Mizoram, Nagaland, Sikkim and Tripura.)
- DEMAND DRAFT for `25,500/- drawn in favour of 'GIET UNIVERSITY', payable at Gunupur.

Candidates without DD for the above said amount will not be permitted to attend counselling.

A candidate should decide for certain on whether he/she should join the programme based on the branch allotted to him / her at the time of counselling before payment of the fees.

Allotment of branch once made is final and cannot be changed under any circumstances.

14. Payment of Balance Fees:

(i) The balance fee is to be paid through online mode. Refer website for details (or)

(ii) The balance fee in the form of a DD drawn in favour of 'GIET UNIVERSITY', payable at the campus along with a covering letter should reach the respective postal address within the date specified at the time of counselling. The candidates should write their name, application number, rank and the branch allotted at the time of counselling on the reverse side of the DD.

Payment of Tuition and Hostel fees should be made within the stipulated time, failing which the admission will automatically stand cancelled without any further notice.

Receiving of Payment after the due date will not be entertained and no intimation will be sent separately in this regard.

15. Submission of documents on Admission:

The following documents in original are required to be submitted at the time of Admission:

• Qualifying examination mark statements of all attempts

• Transfer Certificate / School Leaving Certificate

• Migration Certificate (if issued by the board)

• Conduct Certificate

• Caste Certificate (For SC/ST only)

• Nativity Certificate (For candidates hailing from Jammu and Kashmir and the North Eastern states of Arunachal Pradesh, Assam, Manipur, Meghalaya, Mizoram, Nagaland, Sikkim and Tripura.)

• Provisional Admission Letter. (photo copy)

• Recent Passport size colour photos - 8 nos.

• Physical Fitness Certificate.

• 2 sets of photocopies of all original documents (Except Affidavit & Physical Fitness Certificate)

• Students hailing from CHSE, Odisha should

make it a point to submit their Pass Certificate Cum Memorandum of original marks at the time of admission. Candidates can receive the acknowledgement for the documents submitted from the GIET UNIVERSITY.

All the above mentioned documents shall be handed over to the Admissions Office at the time of admission failing which the provisional admission accorded will stand cancelled.

16. Withdrawal after the commencement of the programme:

A student once enrolled for a course is expected to complete the same. He / She cannot withdraw from the University without informing the Registrar in writing. Otherwise he / she will be liable to pay fees for the period his / her name remains on the rolls.

A candidate who desires to leave the University after joining the programme will have to submit a 'NO DUES' Certificate from his/her respective school of study at GIET UNIVERSITY to get back his/her certificates. This should be accompanied by the application for withdrawal duly signed by the Parent/Guardian and the original fee receipt, provisional admission letter (Fax / e-mail request will not be considered) and Original Transfer Certificate/School leaving certificate.

The certificates will be returned only on production of 'NO DUES' Certificate in the prescribed form, obtained from the Admissions Office.

17. Refund of Fees:

Refund will be made as per the norms of the University. T**he Counselling processing fee (`15,000/- (Inclusive of GST)) is NON-REFUNDABLE**, but will be adjusted in the tuition fees once the candidate joins the University.

We do not refund any fees on account of withdrawal or absence from the Institute for any reason including medical illness after a student has taken admission to any course of study. You may, however, claim a refund for due consideration from the University. If approved, the amount to be refunded shall be within the limits of the University.

All refundable deposits will be returned, after deductions if any, at the time of completion of the course or on cancellation of admission.

Refund will be made only after submission of original fee receipt, Provisional Admission letter, No Dues Certificate and original TC. The refund will be made through account transfer to the account

number mentioned in the student profile. Therefore, provide correct account number details. In case of refund through DD, the DD will be made only in the name of the candidate.

18. General Discipline:

All candidates admitted to the University shall maintain good conduct, pay the requisite tuition fees and other charges in the stipulated dates, attend their classes regularly and abide by the rules and regulations of the University. If at any point of time, the conduct and character of a candidate is not satisfactory or is of a suspicious nature, the Management reserves the right, without assigning any reason, to make him/ her vacate the hostel or expel him/her from the University.

Initial admission is applicable only for the first semester. Admitted students are expected to maintain registration until the completion of the course, to the satisfaction of the Institution.

All students have to comply with the rules and regulations that are already in force and which may be amended from time to time by the competent authority during the period of study.

19. General Instructions:

The date of commencement of classes will be mentioned in the provisional admission letter. No communication will be sent separately to the candidates regarding this. Candidates are advised to visit the University website for updates on changes, if any.

Candidates should report to classes within 7 days from the date of commencement of classes, failing which, the admission granted will be cancelled automatically and the fees paid will stand forfeited.

Semester scheme is followed and the medium of instruction and examination are in English only.

20. Measures for prevention of ragging at the Institution level:-

Ragging is totally prohibited in the GIETUniversity and anyone found guilty of ragging and / or abetting ragging, whether actively or passively, or being a part of a conspiracy to promote ragging, is liable to be punished in accordance with these regulations as well as under the provisions of any penal law being in force.

Ragging juniors in any form is forbidden. If anyone is found ragging his/her juniors, he/she can be rusticated from the Institution.

21. Hostel Accommodation:

Separate hostel accommodation is available for boys and girls. Candidates should report to the hostel within 7 days from the date of commencement of classes, failing which, the hostel allotment will be cancelled automatically and fees paid will stand forfeited for all premises.

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