



Institute of Chemical Technology Mumbai

IndianOil Odisha Campus Bhubaneswar



Notice for Institute-Level Admission Round for Integrated MTech Program at ICT-IOC Bhubaneswar

(Academic Year 2024 – 2025)

PLEASE READ THE INSTRUCTIONS CAREFULLY

The **Institute-level Admission Round** for the vacant seats for **Integrated M. Tech. (5 year) program** at IndianOil Odisha Campus Bhubaneswar for **AY 2024-2025** is scheduled on **August 27, 2024**, from 11.00 AM to 5.00 PM in Computer Lab, Ground Floor, Administration Building, ICT-IOC, Bhubaneswar-751013, Odisha. The updated vacant seat matrix shall be displayed on August 24, 2024, at 6.00 PM at the ICT-IOC Bhubaneswar website after the completion of the JoSAA/CSAB2024 counselling followed by physical reporting as per JoSAA/CSAB2024 schedule at ICT-IOC Bhubaneswar.

Only those candidates, who have VALID JEE Main 2024 SCORE are eligible to apply for Institute-Level Round through the Google form link as given below:

Google Form link: (<https://forms.gle/FttWVXegYeCSdCwHA>)

Log in through your Gmail account to fill out the application form. In case of any difficulty while filling out the Google form kindly send an email to admission@staffiocb.ictmumbai.edu.in or you are requested to contact Dr. Shivanand S. Shirkole at +91 7064641005 or Dr. Smrutirekha Mishra at +91 9560154816.

IMPORTANT DATES

Display of vacant seat matrix at ICT-IOCB Website https://iocb.ictmumbai.edu.in/	August 24, 2024, 6.00 PM
Last date and time for submitting the Google form	August 24, 2024, before 5.00 PM
Date of provisional merit list display at ICT-IOCB Website https://iocb.ictmumbai.edu.in/	August 24, 2024, 7.00 PM
Submission of grievances if any at admission@staffiocb.ictmumbai.edu.in	August 25, 2024, before 9.00 AM
Date of final merit list display at ICT-IOCB Website https://iocb.ictmumbai.edu.in/	August 25, 2024, 10.00 AM
Date of an institutional round in person	August 27, 2024, 11.00 AM to 5.00 PM

The candidates shortlisted in the final merit list are requested to be present IN PERSON before 10.00 AM on August 27, 2024, at Institute of Chemical Technology Mumbai, IndianOil Odisha Campus Bhubaneswar, Gajapati Nagar, Bhubaneswar, Odisha 751013.

IMPORTANT NOTE:

The candidates must have secured at least 75% aggregate marks in the Class XII (or equivalent) board examination and the aggregate marks for SC, ST, and PwD candidates should be at least 65% in the year of first appearance in the Class XII (or equivalent examination) in the year 2022, 2023 or 2024.

The candidates are required to bring the following **original documents along with one set of photocopies** to the institute during physical verification:

1. Class X Mark Sheet/Certificate or Aadhaar Card or Birth Certificate (for verification of Date of Birth).
2. Class XII Mark Sheet and Certificate (Qualifying Examination).
3. Certificate of category (SC/ST/OBC-NCL/GEN-EWS), if applicable, as per the Government of India format available on the JoSAA/CSAB-2024 website, issued by the competent authority.
 - In the case of the OBC-NCL/GEN-EWS category, the certificate must be issued on or after April 01, 2024.
 - Caste certificate (SC/ST/OBC-NCL) issued by Maharashtra State must be validated by the Social Welfare Department (in case of SC and OBC-NCL category) and Tribal Welfare Department (in case of ST category) of the Maharashtra Government. The SC/ST/OBC-NCL candidates of Maharashtra State have to produce their caste validity certificate in the format available on the JoSAA/CSAB-2024 website.
 - ST certificates from Tamil Nadu State must be issued by the concerned Revenue Divisional Officer.
4. Original Certificate for Persons with Disabilities (PwD), if applicable, issued by the competent authority. Refer JoSAA/CSAB-2024 website for the format.
5. Original Certificate for persons having less than 40% disability and having difficulty in writing, if applicable in the format provided in the Information Bulletin of JEE (Main) 2024, issued by the competent authorities listed in the Information Bulletin of JEE (Main) 2024.
6. Crossed/cancelled Bank Cheque copy/Image of a stamped page of the Bank Passbook with account details.

7. Medical Certificate (in a specified format available on the JoSAA/CSAB-2024 website).
8. OCI certificate/ PIO card, if applicable.
9. Passport/Citizenship certificate, if applicable.
10. Admit card of JEE (Main) 2024.
11. GAP certificate/undertaking, if applicable
12. School leaving certificate/ migration certificate/ transfer certificate.

In addition to the above documents, the verifying officials will also check the special eligibility conditions, if any, for all the choices including and above the seat allotted to the candidate.

Note: If the original certificates are not in English/ Hindi, the English/ Hindi version/ translation of such certificates, duly certified by the Principal/ Director or other competent authority of the graduating Institute, will be required during the document verification process.

Academic Fee:

1. The Institute fee is the same for all students irrespective of any category.
2. The Institute facilitates students to avail Govt. of India or their respective State Eligible Scholarships.

Open Category		Rs. 1,02,233/-
Reserved Category	(SC/ST)	Rs. 1,02,233/-
	(OBC/SBC/VJ/DT/NT)	Rs. 1,02,233/-

*Note: A research contingency of INR 12,000.00** will be included additionally in the fifth year of fees. **It may vary and it will be informed at the time of readmission for the 5th year. The aforementioned fees exclude hostel and mess charges.*

Bank Account Details for Academic Fee Payment:

Name of Account	ICT Mumbai IOC
Name of the Bank & Branch	Canara Bank, BSE Branch
Address of the Branch	Canara Bank, BSE Branch, Near Press Chhak, Gajapati Nagar, Bhubaneswar – 751005.
IFSC Code	CNRB0002887
Account No.	24282610000262
Type of Account	Saving
9 Digit MICR code	751015006
Mode of Payment	DD (Demand Draft) ONLY

Hostel Accommodation Charges:

The candidate shall be provided with a 4-seater or 6-seater room as per availability and hostel accommodation charges shall be per candidate per year for the candidates admitted during AY 2024-2025. Details of hostel accommodation charges are as follows:

Particulars	Amount to be Paid (INR)
Hostel accommodation charges	20,000.00
Mess establishment charges	5,000.00
Hostel maintenance charges	14,000.00
Hostel Canteen Caution Money (Refundable one-time payment)	5,000.00
TOTAL	44,000.00

Mess Charges

The mess charges shall be INR 3780.00 (3600.00 + 5% GST) per candidate per month and candidates are requested to pay mess charges for September 2024 to February 2025 of INR 22,680.00 at the time of physical reporting at ICT-IOC Bhubaneswar. **The total amount to be paid by the candidate at the time of physical reporting is INR 22,680.00 as mess charges. However, candidates are requested to pay mess charges on a daily basis at actuals till August 31, 2024.**

Bank Account Details for Hostel Accommodation and Mess Charges Payment:

Name of Account	ICT Mumbai IOC Hostel
Name of the Bank & Branch	Canara Bank, BSE Branch
Address of the Branch	Canara Bank, BSE Branch, Near Press Chhak, Gajapati Nagar, Bhubaneswar – 751005.
IFSC Code	CNRB0002887
Account No.	24282610000277
Type of Account	Saving
9 Digit MICR code	751015006
Mode of Payment	DD (Demand Draft) ONLY

Candidates are requested to bring the **Two Separate Demand Drafts** for payment of academic fees along with hostel accommodation + mess charges with respective bank account details mentioned above at the time of the institute-level admission round. Candidates shall not be eligible for institute-level admission if he/she fails to bring the DDs. Kindly submit the Demand Drafts at ICT-IOC Bhubaneswar during physical reporting. **Demand Draft is a must to attend the institute-level admission round.**

Note:

1. The admission offered at the institute level round is provisional. If, any candidate fails to produce the required documents or a discrepancy is found in documents at the time of physical reporting at the institute, the provisional admission of such candidate will stand cancelled and the institute has no liability for the same.
2. Candidates are requested to visit the institute website regularly for further updates and information regarding hostel accommodation, etc.

Tentative Schedule for Institute-Level Admission Round

Sr. No	Activity
01	In-person reporting at Computer Lab, ICT-IOCB, at 10.00 am sharp on August 27, 2024
02	Verification of applicable original documents
03	Call for seat allotment by counseling as per merit list
04	Submission of required original documents
05	Payment of admission fee
06	Seat allotment based on available vacancy
07	Confirmation of the allotted seat to the candidate
08	Issue of allotment letter to the candidate
09	Accommodation and hostel charges (based on availability)

Instructions to the Candidates:

- It is mandatory for all interested candidates to fill the google form.
- Only those candidates, who have filled out the Google form and their names appear in the applied candidates' list that will be uploaded on the website are eligible to appear for the institute-level admission round. No fresh applications will be considered under any circumstances.
- It is mandatory for the candidates shortlisted in the final merit list to be present IN PERSON before 10.00 AM on **August 27, 2024**, at ICT-IOC Bhubaneswar.
- Candidates are requested to bring **all original documents** along with the **Demand Draft** (in favor of "*Director, Institute of Chemical Technology Mumbai, ICT-IOC Odisha Campus, Bhubaneswar*", payable at Bhubaneswar), and one self-attested photocopy of each document. Candidate will lose claim, if he/she fails to produce ALL the applicable original documents at the time of seat allotment.
- In case the candidate has already been admitted elsewhere he/she will be required to submit/produce an original retention letter / original fee receipt and the candidate should

submit an undertaking stating that original documents will be submitted by him/her within four working days from the date of reporting.

- The seat allotment will be carried out based on the vacant seat matrix that will be displayed on the ICT-IOCB website (<https://iocb.ictmumbai.edu.in/>). Seat allotted, accordingly, to the candidate would then be deleted from the pool of vacant seats displayed on the screen in the Computer Lab at ICT-IOC Bhubaneswar. Candidates are advised to be present in the Computer Lab, Admin Building at ICT-IOC Bhubaneswar and wait for their turn as per merit. If a candidate is found unavailable when called, the next candidate in the merit list would be called for allotment of seat and the unavailable candidate may miss his/her chance of merit-based seat allotment.
- Even if the candidate has registered and verified the documents during the institute level admission at ICT IOCB and is not present in the Computer Lab at ICT-IOC Bhubaneswar during seat allotment OR if a candidate of higher merit reports late during the process of admission, the candidate may be considered for allotment of a seat available at that point of time for a particular category to which he/she belongs. Such a candidate shall be given preference for admission over the candidates with lower rank present at that point of time.
- The candidates unable to attend institute-level admission in person should give an ORIGINAL DOCUMENT (NOT SCANNED) authority letter in given Proforma-C (attached herewith) to his/her parents who will be attending the admission round on behalf of the candidates along with an ORIGINAL retention letter / original fee receipt.
- All shortlisted candidates may attend institute-level admission. However, attending the institute-level admission does not guarantee seat allotment.
- The candidate is required to pay the fees through Demand Draft Only. If a candidate fails to pay the requisite institute admission fee at the time of the seat allotment at that moment, such candidature will be withdrawn, and the seat will be allotted to the next candidate in the merit list. Partial payment or payment through cheque will not be accepted under any circumstances.
- **Candidates are requested to visit the ICT-IOB website (<https://iocb.ictmumbai.edu.in/>) from time to time for the changes, if any.**

Registrar
ICT Mumbai

PROFORMA-C
Authorization Letter

(Authorization letter from candidate who fails to attend the First Year Integrated MTech Institute round at ICT-IOCB by counseling due to valid unavoidable circumstances beyond control)

I, (Name of the candidate) having Merit No..... wish to participate in admission counseling at ICT-IOCB which will be held on **August 27, 2024**.

As I shall not be able to attend the admission counseling in person, I am authorizing Mr./Mrs..... (Name of the authorized person) who is my..... (Relation of the authorized person to the candidate) to attend the admission counseling on my behalf. He /She is authorized to produce all the original documents needed for admission and pay the necessary fees on my behalf.

The decision was taken by Mr./Mr..... (Name of the authorized person) during the admission counseling in respect of my admission is acceptable and binding on me.

Date: *(Name & Signature of the Candidate)*

Place: Mobile No.:

Attestation

The signature of..... (Name of the authorized person) is as under

(Signature of the authorized person)

Attested by

(Signature of the Candidate)

UNDERTAKING

(for Duration of Gap)

I..... JEE (Mains) 2024 Application No.....
S/D of and resident
of..... do hereby solemnly
state & affirm as under:

- 1) That I am a resident of the above-said address.
- 2) That I have passed in the year From
..... School/ College/ Institute/ University.
- 3) That I have not joined/been admitted to any School/ College/ Institution due to
..... (Reason).
- 4) That there is a GAP in my studies from To
- 5) That during this period I was not involved in any offence or in an illegal activity and
that no criminal case is pending against me in any court of law.
- 6) That I bear a good reputation and respect in the general public.

Deponent (Student)

Date:

Place:

UNDERTAKING

(for Non-Submission of the Documents)

I..... JEE (Mains) 2024 Application No.
.....S/D of and
resident of do hereby solemnly state
& affirm as under:

- 1) I am provisionally admitted to the **Integrated MTech in Chemical Engineering** at ICT-IOC Bhubaneswar.
- 2) The following documents are not currently available with me.

Type here all those documents which are not available:

- 1) _____
- 2) _____
- 3) _____
- 4) _____

3) I will submit the above documents latest by **December 31, 2024**. In case I do not produce the same or I don't obtain the minimum eligibility criteria as stipulated in the "JoSAA/CSAB-2024 Business Rules", I will forgo my seat as well as the fee paid for the same and will not claim in the future.

Deponent (Student)

Date: _____

Place: _____

UNDERTAKING
(Related to Eligibility)

I..... JEE Mains 2024 Application No.....
S/D of and resident of
..... am aware that during the course
of study, if at any stage it is found that any of the documents (Related to eligibility) is not
correct then my admission will be cancelled and it will be the sole responsibility of me. Further,
the Institute will be free to take any legal action as per law.

Signature of Parent/Guardian	Signature of the student
Name:	Name:
Relation:	
Place:	
Date:	

UNDERTAKING

(Anti-Ragging)

All the candidates must fill up an **Anti-Ragging Undertaking** online mode only before appearing for physical reporting at ICT-IOC Bhubaneswar. The link for students anti-ragging undertaking is given below:

Link: http://www.antiragging.in/affidavit_registration_disclaimer.html

After filling out this form successfully, candidates can download the Student's Anti Ragging Undertaking and the Parents Anti Ragging Undertaking from the website link provided above.

Candidates are requested to submit the hardcopy of the downloaded Anti-Ragging Undertaking Form with signature by the student and parent/guardian at the time of physical reporting at ICT-IOC Bhubaneswar. Also, candidates are requested to send a PDF version of the downloaded Anti-Ragging Undertaking Form to Dr. Ritesh S. Malani (Chairman, Anti-Ragging Committee, ICT-IOCB) at rs.malani@iocb.ictmumbai.edu.in.

(Please note that the candidate is not required to print and sign it on a Notarized Affidavit on Rs.100/-Stamp Paper).

9-Steps to Submit the Online Undertaking Form for Anti-ragging

Steps	Actions
1	Click at: http://www.antiragging.in/affidavit_registration_disclaimer.html
2	Choose your Educational Institution Type as “University”
3	Submit the students’ details
4	Submit the Parent / Guardian Details
5	<p>Submit the University and Course Details</p> <p>University and course details are as follows:</p> <ul style="list-style-type: none"> - State in which University is based*: Maharashtra - University name (Select University state first)*: Institute of Chemical Technology Mumbai (U-0308) - University Director/Vice Chancellor * Prof. P. R. Vaiva - University Phone Number (+91)* 0674 2651701 - Details of the course (UG/PG/Diploma)* Post Graduate Degree - Name of the Course * Integrated MTech in Chemical Engineering - Number of students in your class 60 - Current year of study* 1 - Nearest Police Station to your University* Maitree Vihar Police Station, Bhubaneswar, Odisha 751023
6	Accept all the terms mentioned under “UGC Regulations”
7	Submit the details for the Confidential Survey. Please mention the phone number of the National Anti-Ragging Helpline: 1800-180-5522
8	<p>Final Step: Submit Form</p> <p style="color: red;">(Please once again check all the details very carefully before submitting the form).</p>
9	Download the Undertaking
