(c) A candidate will be allowed to take admission only if the certificate produced by the candidate is verified to be satisfactory by IIT(ISM) officials, whose decision in this regard will be final.

4. ADMISSION PROCEDURE

(a) Online application form is required to be submitted through online portal, which will remain available on the IIT(ISM) website *www.iitism.ac.in* from March 10, 2020 to April 20, 2020. The GATE candidates will also have to register themselves at GATE COAP 2020. The admission of IIT Graduates and Sponsored candidates will be carried out through online portal of IIT (ISM) Dhanbad. After filling the form, the candidates are advised to take a print of the application and keep the same for record.

(b) Candidates can apply for more than one programme and can select up to 10 preferences.

(c) Non-refundable application fee for each programme for GATE candidates/IIT Graduates is Rs. 500/- for UR/EWS/OBC candidates and Rs. 250/- for SC/ST/PwD/Women candidates. The application fee needs to be paid through online payment gateway only along with the online application.

(d) Non-refundable Application fee for each programme for all Sponsored candidates is Rs. 2000/-.

(e) It is the ***responsibility of the candidate***, to ensure that he/she satisfies all eligibility criteria for a particular programme, as mentioned in this information brochure, and submit complete and correct information in the Institute admission portal accordingly.

(f) The M. Tech. admission will be through online counselling based on the GATE score and CGPA and Departmental Review (for IIT Graduates) as per schedule given in Table 5. The details of counselling procedure is given in Annexure-A.

(g) Image quality of the uploaded documents must be good enough to enable easy verification of the documents/items. Care should be taken to scan the documents (with file format jpg/jpeg) with the help of high quality scanner. The candidate should check the quality of the soft document before uploading.

(h) The following documents are to be uploaded during the document uploading.
   (i) Image files of your recent passport size photograph and signature.
   (ii) Qualifying Degree Marks-Sheet of final semester / final year (7th semester / pre-final year marks-sheet for the 'appearing candidates' whose final semester / final year results are pending).
   (iii) Valid GATE score card as indicated in the application form (for GATE-candidates).
   (iv) 2-year's experience certificate for candidates of M. Tech. in Mining Engineering/Opencast Mining (wherever applicable)
   (v) Caste certificate/EWS income certificate to avail seat reservation under respective reserved category. (The OBC(NCL) certificate as per Annexure I and issued on or after September 01, 2019).
   (vi) Persons with Disability (PwD) are required to upload a certificate of disability from the **authorized medical board** attached to one of the following - Vocational Rehabilitation Centre (VRC) for Physically Handicapped persons/ Special Employment Exchange for Physically Handicapped/ Government Hospital (District and State level).
   (vii) Endorsement certificate from the present employer (*for Sponsored candidates*).
   (viii) Salary Bank Account statement/Employees' Provident Fund (EPF) statement (*for Sponsored candidates working in private firms/organizations*)

(i) The admission of selected candidates through online counselling will be **provisional** after the payment of admission fee.

(j) The candidate is to Report in-person at IIT(ISM), Dhanbad on the scheduled date, time and venue for completing his/her admission. If the candidate fails to report at the admission venue in-person along with the requisite documents in original by that date and time, he/she will not be considered afterwards for admission.

(k) In addition to original copy of above mentioned documents following original documents must be produced by the candidate at the time of **reporting** to IIT (ISM) to complete his/her Admission:

    (i) Copy of the online application form.

    (ii) Copy of the seat allotment letter.

    (iii) Copy of Admission fee payment receipt.

    (iv) The Migration Certificate or College Leaving Certificate.

    (v) Medical fitness certificate as per Annexure II.

    (vi) 4 passport size and 10 stamp size colour photographs.

    (vii) Undertaking regarding not claiming scholarship *for sponsored candidate.*

    (viii) 2-year's experience certificate for candidates of M. Tech. in Mining Engineering Opencast Mining.

    (ix) It is important for the 'Appearing candidates' to note that their admission will be provisional even after completing all other procedures & formalities which will be confirmed only after submission of final semester / final year marks-sheet of qualifying degree and college leaving certificate / migration certificate in original to the Academic Section through the coordinators of the respective M. Tech. Programmes latest by September 01, 2020 (Tuesday). Such candidates will not be entitled for any scholarship till confirmation of their admission, if otherwise eligible. Failure to submit the requisite document by the stipulated date will lead to cancellation of admission of all such candidates and names of all such candidates will be deleted from the rolls of the Institute w.e.f. September 02, 2020 (Wednesday) without further notice. In such cases the candidates will be refunded only caution money deposited at the time of admission.

    (x) Salary Bank Account statement/Employees' Provident Fund (EPF) statement (*for Sponsored candidates working in private firms/organizations*)

(l) The documents of the candidates will be verified by IIT(ISM) officials. Admission of only those candidates, whose documents are found in order and verified as satisfactory, will be confirmed.

(m) All other formalities related to identity card, hostel and bank account, etc. will be completed subsequently by the candidate.

(n) Mess fee for the first semester have to be paid at the time of Reporting to IIT(ISM). Caution money and security deposits are refundable only after completion of the Programme.

4.1 Withdrawal of Admission

After admission/provisional admission, a candidate may withdraw his/her admission. Withdrawal may be requested through online portal only.

i. If the withdrawal request reaches the office of Assistant Registrar (Exam & Academic), IIT (ISM) Dhanbad through online portal **before** the final main round of COAP, the entire fee collected from the student will be refunded after a deduction of processing fee of Rs.1000/-.

ii. If a student withdraws his/her offer of admission **after** the final main round of COAP, he/she will be refunded only the caution money.

5. OTHER IMPORTANT POINTS

(a) In the event of any information being found false or incorrect or incomplete or non-eligibility being detected at any time before or after admission, his/her candidature is liable for rejection without further communication.

(b) An applicant once admitted in a particular postgraduate programme will not be allowed to shift to any other programme, even if seats remain available in other courses. However, if adequate number of students is not available in a particular programme, IIT(ISM) may not run that Programme. In such case, a candidate who has taken admission in that Programme may be allowed to change his/her admission to other M. Tech. Programme (even if the candidate has not applied for that Programme), where vacant seat is available in the respective categories and matches the qualifications of the candidate with the eligibility condition of that Programme.