



BIRLA INSTITUTE OF TECHNOLOGY
(Deemed University)
Mesra, Ranchi 835 215, Jharkhand
APPLICATION FORM FOR ADMISSION
SESSION 2014 – 2015

For office use only

**Application for 2 year (4-Semester) Full-Time MTM (Master of Tourism Management)
 Programme 2014 at BIT Mesra off Campus Lalpur**

1. Full Name of Candidate: [Grid for name entry]
2. Father's Name: [Grid for name entry]
3. Mother's Name: [Grid for name entry]
4. Date of Birth: [Grid for DD] [Grid for MM] [Grid for YYYY] 5. Sex: Male: Female:
- (DD) (MM) (YYYY)
6. Caste: a) General b) SC c) ST (Subcategory & State _____)
7. Other Category: Persons with Disability (PwD)
- Ward of BIT Employee: (Name & location _____)
8. State of Eligibility: _____ (State in which the Institute is located from where you have passed / are appearing for qualifying examination)
9. Educational record:

Examination	Board/University	Year of passing	Percentage of Marks@	No of attempts\$	Subjects^
Class 10 / Matriculation					
Class 12 / (Write name of Exam)					
Graduation..... (Write name of Exam)					

10. Institute from which you have completed / are completing Graduation (Qualifying Examination)

QUALIFICATION	NAME OF INSTITUTE	ADDRESS OF INSTITUTE WITH TELEPHONE NUMBER

11. Professional Work Experience

Employer	Post Hold	Duration	Work Description

Instructions: Read MTM 2014 Information Brochure (on website in pdf) before filling form. Use capital letters, numbers or tick (✓) box as required.

Enclose photocopies of mark sheets of Class 10, Class 12, Graduation (if available), or mark sheets upto pre-final year if completing qualifying examination in 2014 and Caste / Special Category certificates. Write your Name, MTM 2014 and telephone number, on the back of these papers.

@ Percentage of Marks in Qualifying Exam: calculate as mentioned in Eligibility Criteria

\$ Write 1 if passed in one attempt, 2 if in two attempts, etc, APP if appearing in 2014

^Use abbreviations -Phys, Chem, Math, Stat, Eng, etc.

12. Address for communication including your full name and photograph:

<p>Address for communication (should be valid till Dec 2014)</p> <p>Name: _____ _____ _____</p> <p>City _____ Pin Code _____</p> <p>STD Code _____ Telephone Number _____</p> <p>Mobile Number _____</p>	<p>Paste recent colour Photograph here. Cut to fit if needed Do not staple or fix with pin. Do not get the photograph attested</p>
	<p>Signature</p>

13. Permanent Address: _____

_____ City _____ Pin code _____

STD Code _____ Telephone Number _____ E-mail id: _____

14. **Details of DD taken for Rs. 2,500/- (General) Rs. 1,500/- (for SC/ST) candidates (non-refundable):**

In favour of 'Birla Institute of Technology', Payable at Ranchi (for details, please see MTM 2014 Information Brochure)

Issuing Bank Name	Place of issuing Bank	DD Number	DD Date

15. **Declaration:** I hereby declare that all the information given by me in this application is true and correct to the best of my knowledge and belief. I also note that if any of the above statements are found to be incorrect or false or any information or particulars have been suppressed or omitted there from, I am liable to be disqualified. If selected, my admission will be liable to be cancelled without notice or compensation in lieu of notice. I have read and understood the contents of the Information Brochure for MTM 2014.

I hereby permit / do not permit (delete one) the Institute to use, display or transfer any of the details furnished by me in this form for any other purpose, except for complying with the admission formalities.

Signature of Candidate: _____

Date: _____

16. **Undertaking by the Candidate:**

I will comply with the University's rules, standards and instructions for student behavior as notified from time to time. I hereby waive and release all claims against the University agents at a time when I am not under the direct supervision of the University or its agents or arising out of my failure to remain under such supervision or to comply with such rules, standards and instructions, and I agree to indemnify the University and its agents against any consequences thereof. I agree that the University shall have the right to enforce appropriate standards of conduct and that it may at any time terminate my participation in the University's program for failure to maintain these standards or for any actions or conduct which the University considers to be incompatible with the interest, harmony, comfort and welfare of other

students. If my participation is terminated, I give my consent to being sent home at my own (or my parent's) expense with no refund of fees.

All references, in the agreement and release, to the University and its agents shall include the University Vice Chancellor, and all its Officers, Deans, Staff members, Chaperones, Group leaders, Employees, agents. All reference herein to the parents of the applicant shall include the legal guardian or other adult responsible for the applicant. I agree that in case of any legal dispute concerning admission procedures, the same shall be subject to exclusive jurisdiction of Courts at Ranchi.

This agreement shall take effect from the time I am accepted by and confirmed in enrollment in the University.

Signature of Candidate: _____ Date: _____ Place: _____

17. Declaration by the Parent / guardian:

I certify that I am the parent or legal guardian of the above applicant and that I have read the foregoing Agreement and release (including such parts as may pertain to personal financial responsibility) and hereby relinquish any claim that I might have against the Universities or its agents (as set forth above), both in my own behalf and my capacity as legal representative of the applicant, including without limitation any claim arising as a result of the applicant leaving the supervision of the University. I hereby guarantee to the University payment of all fees and other sums due at any time to the University by the applicant. I agree that in case of any legal dispute concerning admission procedures, the same shall be subject to exclusive Jurisdiction of Courts at Ranchi.

Signature of Parent / Legal Guardian _____ Date: _____ Place: _____

Occupation of Signatory: _____ Relationship with the candidate: _____

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Eligible

Not Eligible

In case ineligible, please specify reasons: _____ Signature of verifying Officer/ Staff

List of enclosures to be submitted along with the completed application form

1. One recent colour photograph – [in addition to and same as pasted on the form] and attached by clip (write your Name and “**MTM-2014**” on the back of the photo).
2. Crossed demand draft for **Rs.2,500/- (General) and Rs.1,500/- (SC/ST) candidates** (non- refundable) in favor of Birla Institute of Technology, payable at Ranchi (please see how to apply, Sec-1). Write your Name, telephone number and MTM 2014, on the back of the Demand Draft)
3. **A set of photocopies of certificates** as listed below: (write your Name and “**MTM-2014**” on the back of each of the photocopies):
 - a) Pass certificate of Class 10
 - b) Mark sheet of Class 10
 - c) Mark sheet of Class 12 / Intermediate or equivalent
 - d) Mark sheets of Graduation for graduates

OR

Mark sheets upto pre-final year for candidates graduating in 2014, (s)/he must also enclose photocopy of a certificate from the Principal of Institute stating that:

 - (i) by 30 June 2014, (s)/he will have appeared for examination in all subjects required for obtaining his/her Bachelor’s degree.
 - (ii) (s)/he has obtained requisite marks or equivalent based on latest available grades / marks.
 - e) **Candidates with qualifications acquired through correspondence or distance- learning programmes must enclose with their application, photocopies of Pass certificate in addition to marksheets of qualifying examination showing that they have already passed the qualifying examination with requisite marks. (Candidates without declared result are not eligible).**
 - f) Caste certificate (if applicable), which **should be in proper format and signed by appropriate authority of rank not less than SDO.**
 - g) Candidates belonging to other special categories mentioned in Sec 8 [Persons with Disability (PwD) and Ward of BIT employee] must provide photocopy of certificate in proper format from appropriate authority.
 - h) Photo identification: (Driving license, Passport, PAN Card, Voter ID, Aadhar card, College ID, Employee Identification Card are acceptable)

Incomplete applications or applications received without all required enclosures are liable to be rejected / may not be processed.

If provisionally admitted, all the above documents in original (except the original Photo ID) together with photocopies will be retained by the Institute for some time.