

**Admission Information Brochure**  
**for**  
**4-Year (8-Semester) Full-Time**  
**B.Sc. (Hons.) Animation & Multimedia Programme 2013-2017**  
**at**  
**Birla Institute of Technology**  
**Jaipur Campus**



**BIRLA INSTITUTE OF TECHNOLOGY**  
Deemed University under section 3 of UGC Act 1956

Website:  
<http://www.bitmesra.ac.in>

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## IMPORTANT DATES (Revised) :

<b>Last date for receipt of duly completed form along with Application fees Demand Draft</b>	<b>30 June 2013</b>
<b>List of eligible candidates to be displayed on website &amp; institute notice board</b>	<b>30 June 2013</b>
<b>Date of Counselling , aptitude test and interview at BIT Jaipur Campus</b>	<b>7 July 2013, 10.00 AM</b>
<b>List of Provisionally selected candidates to be displayed on website &amp; institute notice board</b>	<b>7 July 2013</b>
<b>Classes will commence from 15 July 2013 at Jaipur Centre</b>	

Note: The above dates are liable to change depending upon unavoidable circumstances.

Candidates in their own interest should send their complete application forms by appropriate means well in advance of the due date (preferably by means of which e-tracking is possible). Applications reaching us after the due date are liable to be rejected / may not be processed.

## **Sec 1. Admission to B.Sc. (Hons.) Animation & Multimedia– Introduction, Eligibility Criteria and How to Apply**

### **Programme Overview**

The B.Sc. (Hons.) Animation & Multimedia programme is a four-years (eight semesters) degree course currently offered only at the BIT Jaipur and BIT Noida Campuses. This is a modular programme with exit possibility after three years (six semesters). If a student exits after completion of six semester's he/she will be awarded a Degree of B.Sc. Animation & Multimedia, and on successful completion of eight semesters he/she will be awarded a Degree of B.Sc. (Hons.) Animation & Multimedia.

### **Eligibility Criteria:**

Candidates must have passed Class 12 / Equivalent Qualifying Examination with 50% for general candidates (Pass for SC/ST)

Percentage of marks in Class 12/ Equivalent Qualifying Examination shall be considered on the basis of board's calculation of percentage for the award of division/degree/certificate

### **Note:**

- Only those candidates whose date of birth falls on or after 1 October 1988 in case of General category and 1 October 1983 in case of SC/ST/PH are eligible for admission. Date of Birth as recorded in the Secondary Education Board Class X (High School) certificate only will be considered as authentic.
- Candidates with foreign diplomas should see the EdCIL website for equivalence (<http://www.edcil.co.in>), and if required should obtain an equivalence certificate from the evaluation division of the AIU (website <http://www.aiuweb.org>).
- In case any Board awards grades instead of marks, the calculation of equivalent marks would be based on the procedure prescribed by the Board.
- At the time of aptitude test & interview, candidates will be required to produce originals of Pass Certificate of Class 10, Marksheets of Class 10 and Class 12 showing requisite minimum marks, as well as Caste or Special Category certificates in proper format signed by appropriate authority (please see instructions).
- At any level of the studies [class X or class XII], a candidate / applicant must have passed all the required subjects at that level from the same Board.

## How to Apply

1. To apply for the B.Sc. (Hons.) Animation & Multimedia 2013 programme , eligible candidates must download the application form from our website and submit it at BIT Jaipur Centre along with following;
  - i) A Crossed Demand Draft of Rs. 1200/- (Rs.800/- for SC/ST candidates) in favor of **“Birla Institute of Technology”, payable at Jaipur** (**Note:** Fee once remitted shall not be refunded under any circumstances)
  - ii) Send the completed application form along with
    - Two recent color photographs (one pasted on the form and one attached by clip to the form)
    - Photocopies of all mark sheets and certificates (see List of Enclosures)
    - Demand draft of requisite application fees

Send the completed application form along with all required documents and application fees demand draft in an A4 size envelope by Speed Post / reliable courier (means by which sender may track its movement on internet) to the office of **Director, Birla Institute of Technology, BISR Campus, 27, Malviya Industrial Area, Jaipur-302017 positively by the due date.** Write “Application for B.Sc. (Hons.) Animation & Multimedia programme 2013 on top of the envelope”.

### Note :

1. Incomplete applications or applications received without all required enclosures are liable to be rejected / may not be processed.
2. Applications reaching us after the due date are liable to be rejected / may not be processed.
3. Candidates should keep photocopy of their completed form for their own reference.
4. Name of the candidate and name of the course applied (B.Sc.- A&M) needs to be mentioned on the reverse of the demand draft and copies of certificates /marksheets
5. Candidates must have adequate proficiency in written and spoken English to cope with the programme as all instruction and examination will be in English only.
6. Candidates should proceed to fill the Application Form for admission to the B.Sc. (Hons.) Animation & Multimedia programme only after they satisfy themselves that they fulfill all the eligibility criteria.

### **Acknowledgement of receipt of Application Form and Registration Numbers**

1. Lists of eligible candidates whose completed application forms with all required enclosures along with DD have been received within the stipulated time will be displayed on the Institute website with their registration numbers.
2. Candidates must make a note of their registration numbers carefully, as the same will be required at the time of Aptitude test and Interview. **No individual intimation will be sent to candidates.**
3. Candidates, whose names do not appear in the lists of eligible candidates, may contact the Admission Office at Jaipur by telephone or fax or e-mail.

**Candidates are requested to see our website for their registration number, status of application and other details.**

Candidates will be called for counseling, aptitude test and interview to **BIT Jaipur Campus** as per schedules to be notified in due course.

For queries about admission related procedures, status of application please contact the Admission Office, BIT Jaipur. (Please see directory on website / Sec 10 for contact details).

## Sec 2: Instructions for filling the Application Form

[These pages may be printed for your own convenience and easy reference]

### **General Instructions:**

1. Before applying, candidates are advised to download the B.Sc. (Hons.) Animation & Multimedia Information Brochure 2013 (pdf) and read it carefully.
2. Clearly fill all items that are relevant to you in capital letters or numbers or tick (✓) the check box / radio button as required. Certain items are mandatory and must be filled in; otherwise, the form may be rejected.
3. Please ensure that all information provided is correct and accurate. Admission on false information and certificate will be ipso facto null and void.
4. Candidates who seek admission under any reservation category:
  - a) **All candidates belonging to the SC, ST or OBC categories must obtain caste certificates which should be in proper format, and which should be signed by appropriate authority of rank not less than SDO. They must enclose photocopy of the same.** (Note: The final reservation proportion will depend on notification, if any, issued by competent authority and as accepted by the Institute).
  - b) Candidates belonging to other special categories mentioned in Sec 6 (Physically Handicapped / Ward of BIT employee) must provide photocopy of certificate in proper format from appropriate authority.

### **Specific Instructions:**

5. While filling the form please note the following:
  - a) **Name:** Write your name as in your Class 10 / Matriculation pass certificate
  - b) **Father's Name, Mother's Name:** Write names in the following format: First Name, Middle Name(s) and Surname. If space is insufficient, use initials for middle name(s). Do not use any titles, such as, Mr. / Mrs. / Sri / Smt. etc.
  - c) **Date of Birth :** Write the appropriate date, month and year in the given boxes
  - d) **Caste:** Select appropriate option.
  - e) **Other Category:** Click the appropriate check box.
  - f) **Educational Record: Percentage of marks in class X and XII:** Calculate as mentioned under eligibility criteria (Please keep photocopies of your mark sheets and pass certificates of Class X and Class XII exam in hand for reference).
  - g) Please fill name of Board/University for Class X and Class XII / equivalent exam and 'Year of Passing' referring to the relevant documents (marksheets / pass certificates )
  - h) Write all the subjects that you passed in Class X and Class XII exam in the appropriate box: e.g. Phys, Math, Stat, Eng, Eco, etc
  - i) **Address for Communication:** Write the full address including your full name, PIN code, STD code, Telephone number and Mobile number in the appropriate boxes.
  - j) **Permanent Address:** Write the full address including your full name, PIN code, STD code, Telephone number and Mobile number in the appropriate boxes.
  - k) **E-mail Id:** Write your email ID (currently using).

- l) **Photograph** : Affix a recent passport size photograph of yourself in the given box
- m) **Declaration and Undertakings**:. . You and your legal guardian /parent are required to sign the declarations and undertaking on the given place of the application form.

**Note:**

**All applicants called for ‘ Counselling, Aptitude Test and Interview’ are allowed to appear on purely provisional basis, subject to their eligibility being verified at that time. Merely being allowed to appear at the ‘ Counselling Aptitude Test and and Interview’ will not be considered as a ground for being eligible for admission.**

### **Sec 3: List of Enclosures to be submitted along with the completed application form**

[This page may be printed for your own convenience and easy reference]

1. Duly completed Application form with a photo pasted on it at the appropriate box.
2. One recent colour passport size photographs – [same as pasted on the form] and attached by clip (write your Name and “ B.Sc. (Hons.) Animation and Multimedia -2013” on the back of the photos)
3. A Crossed Demand Draft of Rs. 1200/- (Rs. 800/- for SC/ST candidates) in favor of “**Birla Institute of Technology**”, **payable at Jaipur** (write your Name, and “B.Sc. (Hons.) Animation and Multimedia -2013” on the back of the DD)
4. **A set of photocopies of certificates** as listed below: (write your Name and “B.Sc. (Hons.) Animation and Multimedia -2013” on the back of each of the photocopies):
  - a) Pass certificate of Class 10
  - b) Marksheet of Class 10
  - c) Marksheet of Class 12 / Intermediate or equivalent
  - d) Migration & Transfer certificate
  - e) Caste certificate (if applicable), which **should be in proper format and signed by appropriate authority of rank not less than SDO.**
  - f) Candidates belonging to other special categories mentioned in Sec 6 (Physically Handicapped) must provide photocopy of certificate in proper format from appropriate authority.
  - g) Photo identification: (Driving license, Passport, PAN Card, Voter ID, School/ College ID are acceptable )

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

## Sec 4. Selection Procedures

Based on the data provided in their application forms, the list of eligible candidates will be notified on our website and updated when required. Candidates will be shortlisted for Counselling, Aptitude Test and Interview on the basis of their Marks in Class 12, and fulfill the eligibility criteria mentioned in the preceding section and our advertisement / notification(s) on our website. Date for Aptitude Test and Interview is given in Important Dates column.

**Candidates have to appear for aptitude test and interview at Jaipur center.**

### **Selection Procedure:**

Selection will be based on marks obtained in the required subject in 12/QE and performance in Creativity Aptitude Test & Interview.

Weightage of marks considered in merit list is (50%+40%+10%) respectively.

### **Aptitude Test & Interview for B.Sc. (Hons.) Animation & Multimedia Program 2012.**

The aptitude test and interview for B.Sc. (Hons.) Animation & Multimedia Programme 2012 will be held at Birla Institute of Technology, Jaipur Centre on the notified date. Students are to report at 10 a.m. at BIT Jaipur Campus. Answer sheets will be provided to the students. Students will have to carry their own pencil /colour pencils/Cryons with them. The questions will test the drawing skills, creative abilities and writing skills of the students. The interview will be held immediately after the aptitude test. The students are recommended to bring their portfolio (sketches & drawings) if they have it at the time of the interview.

Provisional selection lists, along with procedures for admissions, will be notified the day after the Aptitude Test and Interview, on the Institute website and Notice Board of the Jaipur Centre only. **No separate intimation will be sent to candidates.** Provisionally selected candidates will be required to take admission by the dates given. Seats remaining vacant will be allotted to waitlisted candidates. The list of waitlisted candidates will also be announced on the Institute website and Notice Board of the Jaipur Centre only.

Please note that we may put up more than one notification on our website, to fill up vacancies, if any. **Candidates should thus check our website <http://www.bitmesra.ac.in> regularly for any updates or matters related to the admission procedures. No separate intimation will be sent to candidates.**



## Sec 5. Documents required at the time of Counselling, Aptitude Test, Interview and admission

(This page may be printed for your own convenience and easy reference)

Candidates must carry the originals of the following documents as well as one set of photocopies at the time of counseling and Interview,

- 1). Pass certificate of Class 10
- 2). Mark sheet of Class 10
- 3). Mark sheet of Class 12 / Intermediate or equivalent
- 4) Migration & Transfer Certificate
- 5). Caste certificate / special category certificate (if applicable)
- 6). One passport size colour photographs, identical to the photograph affixed in the application form
- 7) Photo identification: (Driving license, Passport, PAN Card, Voter ID School/College ID are acceptable)
- 8) Portfolio of creative art , if have

**They should also carry a photocopy of their duly completed application form.**

### **Documents required at the time of admission:**

**If provisionally selected, candidates will be required to submit all the above documents in original (Except the Photo ID) at the time of admission, along with the requisite fees.**

## Sec 6. Total Number of Seats, Reservations and Seat Distribution

Total number of seats at BIT, Jaipur Campus for B.Sc. (Hons.) Animation and Multimedia Programme

Rajasthan : 20	AI : 20	Total : 40
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Abbreviation – AI – All India

### **Reservations**

1. The institute observes statutory reservation in respect of SC, ST and physically handicapped (PH) persons at all its centres in India (SC-15%, ST-7.5%, PH- 3%).
2. Maximum 6 % of the seats in each are reserved for candidates who are sons and daughters of serving employees of BIT, who otherwise have qualified for the admission.

3. 50% of the total seats are reserved for candidates who have passed/are appearing for their qualifying examination (class XII ) from Rajasthan and the remaining 50% for candidates who have passed /are appearing for their qualifying examination (class XII) from the other states of the country. (The “State of eligibility” of the purpose will be determined on the basis of location of his/her school/college where he/she has passed/is appearing for the qualifying examination/Class XII.

**However the final reservation proportion will depend on notification, if any, issued by competent authority and as accepted by the Institute.**

## Sec 7. Financial Information for the full-time B.Sc. (Hons.) Animation and Multimedia programme

### Fees payable [in INR] for the full-time B.Sc. (Hons.) Animation and Multimedia programme With effect from the session 2013 - 2014

#### Fee payable at the time of admission and in each subsequent semester

Particulars	1st Sem	2nd Sem	3rd Sem	4th Sem	5th Sem	6th Sem	7th Sem	8th Sem
Tuition Fee	43000	43000	47000	47000	52000	52000	52000	52000
Registration Fee	5000	5000	5000	5000	5000	5000	5000	5000
Institute Exam Fee, Library & other student facilities	11500	11500	12000	12000	12000	12000	12000	15000
<b>Sub-Total (A):</b>	<b>59500</b>	<b>59500</b>	<b>64000</b>	<b>64000</b>	<b>69000</b>	<b>69000</b>	<b>69000</b>	<b>72000</b>
Additional amount to be paid at the time of								
Admission Fee (One time only)	5000	-	-	-	-	-	-	-
Caution Money (One time only- Refundable)	5000	-	-	-	-	-	-	-
<b>Sub-Total ((B) :</b>	<b>10000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>GRAND TOTAL (A+B) :</b>	<b>69500*</b>	<b>59500</b>	<b>64000</b>	<b>64000</b>	<b>69000</b>	<b>69000</b>	<b>69000</b>	<b>72000</b>

#### \* Fees payable at the time of admission

#### Notes:

1. No Hostel facilities are provided at the Jaipur Centre.
2. All fees must be paid by **crossed Demand Draft in favour of “Birla Institute of Technology”** Payable at **Jaipur**.
3. Students will be expected to provide themselves with stationery and textbooks, etc, as prescribed for different subjects.
4. The Institute reserves the right to revise the fees and other charges at any stage.
5. For rules regarding refund of fees on withdrawal, please see separate Notice on Notice Boards.

## **Sec 8. The B.Sc. (Hons.) Animation and Multimedia Programme**

The Birla Institute of Technology was the first institute in India to set up a full-fledged degree course in B.Sc. (Animation & Multimedia) in 2004. The Animation industry in India is breaking through into a prosperous era, offering exclusive career opportunities. There is an acute shortage of professionals in animation and gaming. The course specializes in the rapid development of artistic skills, necessary for achieving a successful career in animation and multimedia. There are ample job opportunities after graduation such as 2D OR 3D Character Animator, Texture and Lighting Artist, Compositor, Editor, Pre –Production Designer, Game Designer, Graphics Designer and Live Action or Documentary film makers.

The fundamental philosophy of the course is to impart to the students a variety of skills and knowledge required for diverse range of career options in animation and multimedia. The course is designed in such a way that it covers all aspects of animation and graphics of Animation Film Making Process. Students get in –depth knowledge of different mediums in animation and graphics such as 2D Classical & Digital Animation, Concept, Character & Story Board designing ,3D Character Animation & Modeling, Graphics & Web designing and Audio – Video Production. The course covers all technologies from basic clay modeling to computer edge computer modeling. Sufficient technical and industry focused education is imparted to enable student to enter relevant professionals fields or pursue higher studies in this field. For higher studies BIT Jaipur and BIT Noida campuses offer Master Programme in Animation Design.

### **Academic System:**

The Program shall adopt a Semester system comprising of two semesters (Monsoon and Spring) in an academic year. The Monsoon semester will be held during July to November while the Spring Semester will be from December to May with sixteen weeks of class in each semester. B.Sc. (Hons.) Animation and Multimedia Program will contain a prescribed course structure.

The students will be allowed to have Exit option in the program with B.Sc. Animation & Multimedia degree after successful completion of the required credits spread over I to VI Semester.. The Exit option will have to be exercised in the IV semester. The student will not be permitted to withdraw the option once exercised. The B.Sc. (Hons.) Animation & Multimedia degree will be awarded after successful completion of I to VIII semesters

## Sec 9. Course Structure B.Sc. (Hons.) Animation & Multimedia

### Semester 1

Code	Subject Title
BAM 102	Foundation course in Classical Animation
BAM 103	Principles of Animation
BAM 104	Creativity – I
BAM 105	Computer Laboratory on 2D Animation
BAM 107	Computer Laboratory on Multimedia - I
BAM 108	Experimental Animation
BAM 109	Introduction to 3D

### Semester 2

Code	Subject Title
BAM 201	Animation Techniques
BAM 202	Creativity –II
BAM 203	Audio Video Tools &Technology
BAM 204	Computer Laboratory on Computer Graphics & Multimedia – II
BAM 205	Computer Laboratory on 2-D Digital Animation
BAM 206	Computer Laboratory on 3-D Graphics Animation Design
BAM 207	Computer Laboratory on Interactive Multimedia

### Semester 3

Code	Subject Title
BAM 301	Advanced Animation Principles
BAM 302	Digital Television Production
BAM 303	Computer Laboratory on 2D Ink Paint Compositing Techniques
BAM 304	Computer Laboratory on 3D Modeling
BAM 305	Computer Laboratory on Web Designing & Development
BAM 306	Diploma Showcase project - 1

#### **Semester 4**

<b>Code</b>	<b>Subject Title</b>
BAM 401	Production for Animation.
BAM 402	Computer Laboratory on 3D Character Design
BAM 403	Computer Laboratory on Compositing – 1
BAM 404	Computer Laboratory on Maya Fundamentals
BAM 405	Computer Laboratory on 3D Character Animation
BAM 406	Diploma Showcase project – 2

#### **Semester 5**

<b>Code</b>	<b>Subject Title</b>
BAM 501	Fundamental of Game Technology
BAM 502	Direction for Animation
BAM 503	Computer Laboratory on Advanced Concepts of 3D Materials, Lighting & Rendering.
BAM 504	Computer Laboratory on Advanced 3D Animation
BAM 505	Computer Laboratory on Gaming Technology
BAM 506	Degree Showcase Project 1

#### **Semester 6**

<b>Code</b>	<b>Subject Title</b>
BAM 601	Computer Laboratory on Advanced Animation Tools
BAM 602	Computer Laboratory on Emerging Animation Technologies
BAM 603	Computer Laboratory on Game Development
BAM 604	Computer Laboratory on 3D Advanced Modeling, Character Rigging, and Rendering.
BAM 605	Computer Laboratory on 3D Character Design
BAM 606	Degree Showcase Project- II

### **Semester 7**

<b>Code</b>	<b>Subject Title</b>
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BAM 701	Project Management
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BAM 702	Portfolio Design
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And one inter departmental Breadth Paper

### **Semester 8**

<b>Code</b>	<b>Subject Title</b>
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BAM 801	Industrial Training & Presentation
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## Sec 10. Discipline, Rules & Regulations (including UGC Regulations on Ragging) and Medical Examination

**Institute Rules & Regulations:** For details of Institute rules and regulations, please see booklet provided at the time of admission.

### Discipline

The Institute places a very high emphasis on discipline of students both inside and outside the campus. Students must abide by the Institute and agree to conform to the rules and regulations enforced from time to time. They must not do anything either inside or outside the Institute that will interfere with its orderly governance, discipline and image. Students must attend lectures, tutorials and practical classes regularly. A minimum **attendance of 75%** in lectures, tutorials and sessionals for each subject is essential for appearing in the Semester Examinations. Thus, students should attend all theory and laboratory classes from the first day of the academic year. In case of absence due to unavoidable circumstances, students are advised to take prior permission from the Dean / Head. In case of absence due to illness, students will have to produce a Medical report signed by attending Physician / Surgeon with an application from their parents or guardians. In such a case, parents/guardians should inform the authorities immediately. Students should strike a proper balance between extracurricular activities and academic requirements. A student's participation in extra-curricular activities should not be allowed to interfere in his/her academic schedule.

During teaching hours, the main lobby, the library, the corridors of the Institute and the area surrounding the Institute are to be observed as silence zones. Students must not cause any disturbance / obstacle in these zones. Students must not indulge in any kind of misconduct or indiscipline or anti-social activities within or outside the campus. Students must not form a group causing any hindrance to the academic and administrative activities of the Institute. Those found doing so will be punished and strict disciplinary action will be taken by the authorities. Students shall not damage the property of the Institute. Cost of such damage will be recovered from students, parents/guardians of the students.

Students must always carry their Identity Card and produce it on request. In case of loss or damage of Identity Card, the concerned authorities should be informed immediately.

Students should follow the rules of the Canteen. Students are advised to **read the Notice Boards regularly**.

Students are strictly prohibited from possessing or consuming spirits, tobacco products and narcotic drugs either within or outside the campus, and if found violating this will be rusticated immediately, without warning.

Ragging in any form inside or outside the campus is strictly prohibited by law. Any students found ragging other students will be summarily expelled from the Institute and dealt with as per the directive of Hon. Supreme Court/Hon. High Court.

**Each student must read the “UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009” on the UGC website, and the two affidavits provided with the regulation, one for the student and one for his /her parent, to be prepared on Non- Judicial Stamp Paper, one to be signed by the student and the other to be signed by his / her parent, and both to be countersigned by Public Notary. Each student admitted to any of the Institute’s programmes must submit the two completed affidavits at the time of admission. Printed copy of the UGC regulations and affidavit may be provided, if required, at the time of counselling.**

### **Medical**

All selected students will be required to undergo medical examination by a Medical Officer of the Institute and their admission is subject to being found medically fit for the Programme. Therefore, candidates, for their own satisfaction, are advised to get themselves examined by a registered medical practitioner.

**Applicability of Regulations for the time being in force, Disclaimer and Legal Jurisdiction** Notwithstanding the nature of a programme spread over more than one academic year, the regulations in force at the time a student joins a programme shall hold good only for the examinations held during or at the end of the semester. Nothing in these regulations shall be deemed to debar the Institute from amending the regulations subsequently and the amended regulations, if any, shall apply to all students old or new, as specified therein.

### **Disclaimer**

The statements made in this Information Brochure and all other information, contained herein are believed to be correct at the time of publication. However, the Institute reserves the right to make at any or without notice, changes in and additions to the regulations, conditions governing the conduct of students, requirements for degree, fees and any other information, or statements contained in this Information Brochure. No responsibility will be accepted by the Institute for hardship or expense encountered by its students or any other person for such changes, additions, omissions or errors, no matter how they are caused.

### **Legal Jurisdiction**

All disputes will be subject to jurisdiction of the Civil Courts at Ranchi city only.



## Sec 11. Address and contact details

The address and contact details are given below.

Centre	Address and contact details
Noida	Director, Birla Institute of Technology, 27, Malviya Industrial Area, Jaipur-302017 Phone: 0141 – 4019819 / 4019798 / 4019810 Fax: 0141- 2751601 e-mail: <a href="mailto:bitjaipur@bitmesra.ac.in">bitjaipur@bitmesra.ac.in</a>

**Sec 12(a). Anti-ragging affidavit to be filled by student at the time of admission**

**(To be prepared on Non- Judicial Stamp Paper – please see “UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009”)**

I, \_\_\_\_\_, Roll No. \_\_\_\_\_

s/o d/o

Mr./Mrs./Ms. \_\_\_\_\_, having been admitted to Birla Institute of Technology, Mesra, Ranchi, have received a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the “Regulations”) carefully read and fully understood the provisions contained in the said Regulations.

2) I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.

3) I have also, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and 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.

4) I hereby solemnly aver and undertake that

a) I will not indulge in any behaviour or act that may be constituted as ragging under clause 3 of the Regulations.

b) I will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.

5) I hereby affirm that, if found guilty of ragging, I am liable for punishment according to clause 9.1 of the Regulations, 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.

6) 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 deponent  
Name:

**VERIFICATION**

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at \_\_\_\_\_ on this the \_\_\_\_\_ of \_\_\_\_\_,  
(place) (day) (month) (year)

\_\_\_\_\_  
Signature of deponent

Solemnly affirmed and signed in my presence on this the \_\_\_\_\_ of \_\_\_\_\_,  
after reading the contents of this affidavit.

**OATH COMMISSIONER**

**Sec 12(b). Anti-ragging affidavit to be filled by student's parent / guardian**

**(To be prepared on Non- Judicial Stamp Paper – please see “UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009”)**

I, \_\_\_\_\_,  
father/mother/guardian of \_\_\_\_\_ Roll No. \_\_\_\_\_

\_\_\_\_\_, having been admitted to Birla Institute of Technology, Mesra, Ranchi, have received a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the “Regulations”), carefully read and fully understood the provisions contained in the said Regulations.

2) I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.

3) I have also, in particular, perused clause 7 and clause 9.1 of the Regulations and 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.

4) I hereby solemnly aver and undertake that

a) My ward will not indulge in any behaviour or act that may be constituted as ragging under clause 3 of the Regulations.

b) My ward will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.

5) I hereby affirm that, if found guilty of ragging, my ward is liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against my ward under any penal law or any law for the time being in force.

6) 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.

Declared this \_\_\_\_\_ day of \_\_\_\_\_ month of \_\_\_\_\_ year.

\_\_\_\_\_  
Signature of deponent

Name:

Address:

Telephone/ Mobile No.:

**VERIFICATION**

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at \_\_\_\_\_ on this the \_\_\_\_\_ of \_\_\_\_\_,  
(place) (day) (month) (year)

\_\_\_\_\_  
Signature of deponent

Solemnly affirmed and signed in my presence on this the \_\_\_\_\_ of \_\_\_\_\_,  
after reading the contents of this affidavit.

**OATH COMMISSIONER**

**BIRLA INSTITUTE OF TECHNOLOGY**

( Deemed University )

**Mesra, Ranchi-835215, Jharkhand**

**JAIPUR CAMPUS**

## APPLICATION FORM FOR ADMISSION

**SESSION 2013-2014**

For office use only

## Application Form for 4 year (8- Semester) Full Time B.Sc. (Hons.) Animation & Multimedia Programme

[illegible]

2.Father's Name:

[illegible]

4.Date of Birth: 

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(DD)                      (MM)                      (YYYY)

5. Sex: Male ☐ Female ☐

6. State of Eligibility : Rajasthan ☐ Other State ☐ ( Please Specify Name of State \_\_\_\_\_ )

7. Caste : a) General ☐ b) SC ☐ c) ST ☐ d) OBC ☐

8. Other Category:      a) Physically Handicapped      ☐

b) Ward of BIT Employee  (Name of BIT Employee & Campus\_\_\_\_\_ )

## 9. Educational Record:

Examination	Board/University	Year of Passing	Percentage of Marks	Subjects
Class 10/ Matriculation				
Class 12/ Equivalent Exam ..... (Write name of Exam)				

## 10. Details of DD taken for Rs.

Issuing Bank Name	Issuing Bank Place	DD Number	DD Date

**Instructions:**

- Read information Brochure 2013 (On website in pdf) before filling the form. Use Capital letters, numbers or tick (✓) box as required.
- Enclose photocopy of pass certificate of class 10, Marksheets of all examinations passed and relevant certificate if belonging to any Special category. Write your Name, programme applied for on the back of the papers.
- For Subjects use abbreviations such as ENG, PHY, CHEM, MATH, SOC, POL SC, HIST, ECO, etc

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

<b>Address for communication (Should be valid till December 2013)</b> Name: _____ Address: _____ _____ City: _____ Pin Code _____ STD Code: _____ Telephone No. _____ Mobile No. _____	Paste recent colour photograph here.  Cut to fit if needed Do not staple or fix with pin. Do not get the photograph attested
	Signature

12. Permanent Address:

City \_\_\_\_\_ Pin code \_\_\_\_\_ E-mail id: \_\_\_\_\_  
STD Code \_\_\_\_\_ Telephone Number \_\_\_\_\_ Mobile Number \_\_\_\_\_

13. **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. 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: \_\_\_\_\_

14. **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 programme 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: \_\_\_\_\_

15. **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 the parent/ Legal Guardian: \_\_\_\_\_ Date: \_\_\_\_\_ Place: \_\_\_\_\_  
Occupation of signatory: \_\_\_\_\_ Relationship with the candidate: \_\_\_\_\_

**For Office Use Only**

Eligible ☐ Not Eligible ☐

In case ineligible, please specify reason : \_\_\_\_\_ Signature of verifying officer/staff