

ADMISSION BULLETIN

2015-16



BITS Pilani
Dubai Campus



innovate

achieve

lead



Birla Institute of Technology & Science, Pilani

Dubai Campus

BITS VISION

“What do we propose to do here? We want to teach real science whether it is engineering, chemistry, humanities, physics or any other branch. We want to develop a scientific approach in Pilani, which means there would be no dogma. There will be a search for truth. What we propose to do here is to cultivate a scientific mind.”

The Late Shri G.D. Birla
Founder Chairman, BITS, Pilani

“... to prepare young men and women to act as leaders for the promotion of the economic and industrial development of the country and to play a creative role in service to humanity.”

The Late Dr. K.K. Birla
Former Chancellor, BITS, Pilani

“What is it that can empower our nation? The most obvious answer is education. Education that enhances livelihoods but also education that is value-based. Education that gives roots and gives wings as well”.

Dr. Kumar Mangalam Birla
Chancellor, BITS, Pilani

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Birla Institute of Technology & Science, Pilani

Dubai Campus

BITS Pilani, Dubai Campus is the branch campus of the internationally reputed Birla Institute of Technology and Science, Pilani (BITS Pilani), India. It is one of the largest Institutions in the region which is exclusively dedicated to Engineering Education and is located at the Dubai International Academic City.

BITS Pilani is among India's leading institute of higher education and is a deemed university under section 3 of the UGC act. With an illustrious legacy, modern campuses and alumni in leadership positions across the world, BITS Pilani has been the institute of choice for top students year after year.

BITS Pilani is ranked No.1 among the private engineering institutions in India in several media rankings such as the The Week (dated 22 June 2014), Outlook (dated 7 July 2014), Higher Education Review (dated Dec 2014) and is consistently ranked among the top seven technical universities of India by the India Today- Nielson Survey. It is also ranked among the Top 100 Universities in the QS University rankings- BRICS 2014 and ranked among the Top 250 Universities in the QS University rankings- Asia 2014. BITS Pilani had been accredited by the National Assessment and Accreditation Council (NAAC), in 2009 and had been awarded the coveted 'A' Grade with a CGPA of 3.71 on 4 Scale. Birla Institute of Technology and Science, Pilani has also received the prestigious "Excellence in ICT integration" award by Federation of Indian Chamber of Commerce and Industry (FICCI) during the first "FICCI Higher Education Awards 2014".

The Dubai Campus is licensed by Knowledge and Human Development Authority (KHDA), Government of Dubai and has about 1700 students admitted from over 20 countries world-wide. The vibrant campus has state of the art infrastructure and provides an opportunity to acquire best quality education in an international environment from well-experienced, highly qualified and dedicated faculty and research facilities. The Institute has collaboration with over 300 reputed companies across UAE to offer internship to its students.

Alumni from this campus have done exceptionally well in all spheres of life. They are holding leading positions in diverse fields in UAE and across the world with more than 1000 leading companies having recruited Dubai Campus graduates. Graduates have been successful in securing admission in more than 75 globally prestigious universities for higher studies and doctoral programmes. Many alumni are also successful entrepreneurs.

The academic flexibilities and facilities provide a host of opportunities for the students to participate in inter and intra university co-curricular and extracurricular activities. Students participate in international and national competitions and win top awards and bring accolades to the institute.

The institute has entered into academic collaborations with several leading universities for admission into graduate programmes, joint research, credits transfer etc. With ample opportunities for professional activities at the campus, BITS Pilani is among the very few institutions in the Middle East to have recognized student chapters of professional societies such as IEEE, ASHRAE, ASME, SAE, ACM etc.

PART I - FIRST DEGREE PROGRAMMES

1. Programmes of Study

Following Integrated First Degree Programmes are available at BITS Pilani, Dubai Campus for Admissions 2015-16.

- B.E. (Hons.) Chemical Engineering
- B.E. (Hons.) Electrical & Electronics Engineering
- B.E. (Hons.) Mechanical Engineering
- B.E. (Hons.) Computer Science
- B.E. (Hons.) Electronics & Instrumentation Engineering
- B.E. (Hons.) Biotechnology
- B.E. (Hons.) Electronics & Communication Engineering

Normal duration of the above programmes is 4 years (8 semesters).

All degree programmes have the option of Practice School or Thesis/Seminar. The students of any of these programmes are well prepared after graduation for:

- (i) admission to higher degree programmes in the best universities of the world
- (ii) a good career in teaching & research;
- (iii) multi-disciplinary professional career; or
- (iv) entrepreneurship ventures;

2. Eligibility Criteria

- 2.1 For admission to any of the above programmes, Candidates must have passed the requisite Qualifying Examination, which is the General Secondary Education Certificate Examination of Ministry of Education, UAE or Senior School Certificate Examination of the Central Board of Secondary Education (CBSE-12th grade), New Delhi, India, or its equivalent from any recognized State, National or International board with Physics, Chemistry and Maths. (Please refer Equivalency Table on the website for equivalences. If your high school board is not found in the equivalency table, clarification can be sought from the Admissions Office).
- 2.2 The candidates must have obtained a minimum 60% overall aggregate* of marks in the qualifying examination** and must have a minimum aggregate of 60% in Physics, Chemistry & Mathematics subjects with at least 50% marks in each subject. However, for admission to B.E.(Hons.) Biotechnology, Candidates with Physics, Chemistry and Biology will also be accepted with a minimum aggregate of 60% in Physics, Chemistry & Biology subjects with at least 50% marks in each subject. If instead of marks any letter grades or GPA are awarded (or any other system of evaluation), their equivalences in marks will be decided by the Admissions Committee.
- 2.3 English is the medium of instruction, therefore good proficiency in English is essential for admission. Candidates who have completed their qualifying examination from Non-English medium must have secured a minimum TOEFL Score of 500 in paper based test or 61 in internet based test or have an IELTS Score of 5 or above. If necessary, they will also be assessed by a campus committee for English comprehension.

** Aggregate: Aggregate is the total marks of all subjects in the Qualifying Examination, considered essential by the Board / University for passing the examination. The Aggregate must compulsorily contain the required subjects, namely, Physics, Chemistry and Mathematics or Biology (For Biotechnology). The position in the merit list will be based only on this aggregate.*

*** If a candidate has taken more than one attempt in the Qualifying Examination or its equivalent, only his/her latest performance is considered, provided this attempt has been for the full component of subjects/courses prescribed.*

3. Admission Modality

Admission to BITS Pilani, Dubai Campus (BPDC) is based entirely on the Candidate's merit, facilities available and availability of seats in the discipline preferred. Since BITS Pilani, Dubai Campus is primarily established to cater to the educational requirements of the residents of the GCC Countries (UAE, KSA, Bahrain, Kuwait, Oman & Qatar), the selection process takes place through merit lists for the GCC and NON-GCC candidates. Candidates from GCC countries are offered admission on priority.

Candidates who are "Residents" of any GCC country or have their parent(s) as "Residents" in any GCC country will be treated as GCC candidates. All GCC candidates are required to submit the passport copy of their parent residing in the GCC Country with valid Residence Visa Stamp as proof of residence in the GCC Country. All other aspects governing admission to BITS Pilani, Dubai Campus (including Fee Structure, submission of various documents etc.) are applicable equally to GCC and Non-GCC candidates.

4. Admission Procedure

- 4.1 All applications for each of the categories – GCC and Non-GCC complete in all respects received till last date are scrutinized for preparing the merit list.
- 4.2 A merit list is prepared in the descending order of the aggregate percentage of marks obtained by the candidates in the Qualifying Examination (12th grade or equivalent).
- 4.3 Candidates are offered admission based on the merit in the qualifying examination, their programme preferences and availability of seats in each programme.
- 4.4 If a candidate with a higher merit position is not able to get his/her first programme preference due to non-availability of seats in the first preference, his/her second and subsequent preference is considered and offer is made. If none of the given preference gets allotted, such a candidate is kept in Wait List. (If the candidate does not indicate more than one preference or gives only limited number of preferences, he/she stands to lose the chance of admission. Hence, all candidates are advised to fill all preferences and exercise their preferences with care. Preferences once submitted cannot be changed.)
- 4.5 Candidates who are selected for admission will receive the Admission Offer Letter. To accept the offer of admission, candidate must comply with all the requirements specified in the Admission Offer Letter including submission of various documents and payment of fee on or before the date mentioned in the Admission Offer Letter. Refer Section 7 for details.
- 4.6 If the requirements are not fulfilled by the due date, the admission offer letter will be deemed to be cancelled and the seat will be allotted to other candidates.
- 4.7 Till all admissions are finalized, candidates who are not offered admission will be considered to be on Waiting List for the programmes of their preferences.

Notes:

- a. The candidates should strictly comply with the date deadlines indicated for admission on page 11.
- b. If for any reason a candidate could not send his/her application so as to reach the Institute within the stipulated deadline and if he is still desirous of being considered for admission, he is required to send along with his/her application all the enclosures and requisite fee. Such applications will be treated as late applications and will be considered for admission, subject to availability of seats.
- c. The Institute's first priority shall be for fresh candidates who have passed the Qualifying Examination in the year of Admission. Any other candidate who has had a gap after passing the Qualifying Examination must describe in full detail the reason for such a gap and what the candidate did during this gap. If this gap is beyond 2 years and is not adequately explained to the satisfaction of the Institute, the candidate will not be considered for admission.
- d. All candidates are expected to submit a medical fitness certificate duly certified by authorized medical practitioner at the time of admission. If the health and handicap of any candidate comes in the way of his/her education, such a candidate will not be considered for admission. However, without prejudice to this policy, candidates, who are physically challenged, will be offered admission subject to meeting the eligibility requirements and provided in the opinion of the Institute their handicap doesn't come in the way of pursuing their degree programme satisfactorily. Hence such candidates must produce a certificate from competent medical authority certifying the same.
- e. Candidates who avail a student residence visa through BITS Pilani, Dubai Campus must note that the pursuance of their study at the Institute depends entirely on the issuance of Student Residence Visa (SRV) by Government of Dubai. If on medical or other grounds the same is denied to them, their admission will automatically stand cancelled and their name will be removed from its rolls. With regard to the rules pertaining to Student Residence Visa, Candidates are requested to refer to its "Terms and Conditions" under the admissions link in the website - www.bits-pilani.ac.in/dubai
- f. All the copies of the documents submitted by the candidates will be verified with the originals to be provided by the candidates after the commencement of the programme. In case of non-genuineness of any document or non-compliance of any of the admission criteria, the admission of the candidate will automatically stand cancelled.

5. Guidelines for Candidates having qualifications from International Examinations

The Institute admits students of all nationalities. Since there is a vast difference in the certifications, grading systems and syllabi of various international examinations (High school certificates issued by the education ministry / board / council of various countries) all such applications are examined on a case-by-case basis. The candidates should enclose with their application, documents regarding the recognition of the board, grading/marking system and calculation of cumulative grade point average / aggregate percentage of marks along with their transcript / rules and regulations for the examinations they have passed well in advance to enable the Institute to determine their eligibility for admission. On submission of all documents, BITS Pilani, Dubai Campus will endeavor to establish its equivalency to a recognized qualifying exam. However, in case such ready equivalence are not available, it will solely be the responsibility of the candidate to furnish certified equivalency information from competent authorities within the stipulated time limit for screening of application. For candidates having such qualifications, the following method is used to compute the aggregate:

- 5.1 If marks are given in the transcript, these marks are taken for computing aggregate.
- 5.2 If marks as well as the grades are given in the transcript, marks are taken for computing aggregate.
- 5.3 If grades and range of marks for each grade is given in the transcript, mean of the range of marks are taken for computing aggregate.
- 5.4 If only grades are given in the transcript, the candidate should submit from appropriate authority equivalent marks/range of marks for the grades to calculate the aggregate marks.
- 5.5 If the evaluation is done by any other method, the candidate should explain the evaluation system and should obtain from appropriate authority equivalent marks / range of marks for such evaluation to calculate aggregate marks. All courses / subjects that are required for passing the qualifying examination will be included for calculating the aggregate. Detailed calculation of aggregate with supporting documents should be enclosed. Candidate should request the examining authorities to send the transcript / mark sheet with relevant documents directly to:

**Admissions Office,
BITS Pilani, Dubai Campus,
Dubai International Academic City,
P.O. Box 345055, Dubai, U.A.E.**

Please note:

- *The decision of the Institute shall be final and cannot be contested, on all matters of admission and allotment of programmes of study at BITS Pilani, Dubai Campus.*
- *The jurisdiction in respect of all legal matters in this connection shall be at UAE.*

6. Application Procedure

- 6.1. Read this Admission Bulletin 2015-16 carefully.
- 6.2. The Application Form is available at the website link www.bits-dubai.ac.ae/admission
You can use any of the following options to fill the Application: (i) Apply Online.
(ii) Take a printout and fill the form with pen. Application form can also be collected from the Admissions Office.

- (i) Online Application procedure: (Read instructions given below before proceeding to fill the online form).
- a. Click on "Online Application" link at www.bits-dubai.ac.ae/admission
 - b. Enter all the information required carefully and correctly in the online form.
 - c. Ensure the correctness of all entered data before submission. Once you confirm the correctness of the entered information and submit the form, the entered data will be recorded and you will not be able to change it.
 - d. On submission, you will be allotted a unique reference number and you will be directed to proceed for Application fee payment.
 - e. You have an option of paying the fee online through Debit or Credit Card or paying offline either by Cash or Demand Draft payable in person or by courier. (Refer 6.5 below)
 - f. Upon successful completion of online application fee payment you will be allotted a unique application number and you will be instructed to upload your documents.
 - g. Upload the required documents (jpeg or pdf format) and your submission will be complete.
 - h. In the event you opt for offline application fee payment (Cash or DD), print the filled application form and attach the documents required (see section 6.4 below).
 - i. Submit this set with the application fees to "The Admissions Office, BITS Pilani, Dubai Campus, Dubai International Academic City, P.O. Box 345055, Dubai, United Arab Emirates", in person or by courier to reach before the due date (see sections 6.5 & 6.6 below).

(ii) Instructions to fill the printed form with Pen

- a. Take a print of the Application Form from www.bits-dubai.ac.ae/admission or collect it from the Admissions Office.
- b. Fill the application form neatly and legibly, preferably with Black or Blue ink.
- c. Sign the form and attach the photograph and the documents required (see section 6.4 below).
- d. Submit this set with the application fees to "The Admissions Office, BITS Pilani, Dubai Campus, Dubai International Academic City, P.O. Box 345055, Dubai, United Arab Emirates", in person or by courier to reach before the due date (see section 6.5 & 6.6 below).

6.3 For candidates submitting the application and fee online, the system will generate a unique application number. You may note down the number for all future references. For those candidates who are opting for offline submission or payment, a unique application number will be allotted and informed to the candidate by the institute on receipt of the application and fee. In all subsequent correspondence with the Institute, the candidate must quote this application number.

- 6.4 Documents required to be submitted with the application form:
- a. Copy of marksheet of the Qualifying Examination, such as General Secondary Education Certificate of Ministry of Education, UAE or Senior School Certificate of CBSE, New Delhi, India or its equivalent. If the result is not available, at the time of applying, leave the marks column in the application blank & fax / email this as soon as the mark sheet is available from the board and not later than the date deadlines mentioned on Page 11.
 - b. Copy of the 10th Grade Marksheet.
 - c. Passport copy (first 3 pages and last page). Candidates, who do not possess a valid Passport at the time of applying, must enclose a declaration along with the Application, that they will fax the required Passport pages on or before 3 August, 2015.
 - d. Candidates applying under the GCC category must submit the passport copy of the parent residing in the GCC country with valid Residence Visa Stamp.
 - e. TOEFL/IELTS Score Report (For candidates from Non-English Medium Schools only).
 - f. Copy of Score Report of BITSAT, if appeared. If the score is not available at the time of applying, fax/email the same as soon as the result is available.
- 6.5 Application Fee to be paid at the time of submission of application form:
- An amount of AED 210.00 only (Arab Emirates Dirhams Two hundred and Ten only) payable online by Debit/Credit Card or payable offline either by Cash or Demand Draft, drawn in favour of BITS Pilani FZ-LLC, payable at Dubai.
- Applicants from India can pay as above or attach a demand draft for Rs. 2800.00 drawn in favour of Birla Institute of Technology & Science, Pilani payable on UCO Bank, Pilani (Code: 0150) or SBI-Pilani (Code: 11309) or ICICI Bank, Pilani (Code: 1538).
- Application received without application fee will not be considered.
- 6.6 The last date for submitting the Application form is 8 June 2015 for candidates from all the countries.
- 6.7 Incomplete Application will be rejected.

7. Documents to be submitted by selected candidates

- 7.1 Original Transfer Certificate / School Leaving Certificate.
- 7.2 Original Conduct Certificate from School.
- 7.3 Ten recent passport size & four stamp size Photographs (Colour photograph showing front image with white background).
- 7.4 Medical Fitness Certificate duly certified by Authorized Medical Practitioner.
- 7.5 Cash / Cheque / Demand Draft for the required fee amount (Please refer Part IV).
- 7.6 Signed copies of all undertakings and student contracts sent with the Admission Offer Letter.

8. Admission with Advanced Standing

Candidates seeking admission to any First Degree programme of BITS Pilani, Dubai Campus with a preparation higher than the minimum entrance qualification (12th Grade) will be considered for admission at some intermediate stage in a programme under the provisions “Admission with Advanced Standing”, wherein candidate will be given credit for the courses cleared with good academic performance matching with the course requirements of the programme, to which the candidate seeks admission.

Here the guiding principle is two-fold: The courses the candidate has already done before entering the institute need not be repeated and also that the time spent elsewhere is not wasted.

8.1 Eligibility Criteria for Admission with Advanced Standing

In order to be considered for Admission with Advanced Standing, a candidate is required to meet the below criteria.

1. Satisfy the basic eligibility criteria as mentioned under Section 2 above.
2. The academic programme pursued after Grade 12 must be in a recognized and accredited University.
3. Must have completed a minimum of 30 credit hours or 10 courses at university level.
4. At the end of the latest/last semester studied at the university, the minimum overall aggregate must be 70% or a CGPA of 7 on a 10 scale.

Admission will be offered in one of the programmes offered from the campus, clearly indicating the courses which are exempted and expected normal time student will take to complete the degree. The discipline allotment will be done based on the student's latest performance, Grade 12 percentage and availability of seats in the discipline of student's preferences.

8.2 Course Equivalence Evaluation Criteria

If admission is feasible, the candidate's previous academic record will be scrutinized vis-à-vis the requirements of the programme to which the candidate is seeking admission. Courses with a performance of 60% or above (or equivalent Grade) will only be considered for evaluation. The exemption for a course will be based on an individual evaluation of course studied to determine whether the course is equivalent to the corresponding course offered by BITS Pilani.

A candidate can get a transfer of a maximum of 70 credit hours only.

8.3 Application Procedure

In addition to Application procedure given under Section 6 above, fill up the supplementary information form for advanced standing (available on the website or can be collected from the admissions office), and submit it with the below mentioned additional documents:

- a) Official College Transcript / Mark Sheets for the semesters/ years completed.
- b) Syllabus of courses cleared.
- c) Question Papers of the Examinations for the courses cleared.

9. Second Semester Admission

The structural flexibilities available in the Institute make it possible to admit students in both the semesters. However, in the case of first degree programmes, most of the admissions are made during the first semester itself. The few admissions made for the second semester (February 2016) are essentially to meet the depletion during the first semester and also to get the most outstanding students who could not apply in time for the first semester admissions.

The second semester admissions of the students are merged with the students admitted in the first semester. They may be doing courses with the students admitted in the same academic year or in the next semester (academic year). The total normal duration of programme will be 4 years (Eight semesters). These students also get the option of Practice School.

The Admission Notification for second semester admissions will be issued in October 2015.

10. Important dates in the admission process of first degree programmes.

Event	Dates to remember
Last date for receipt of Application	8 June 2015
Announcement of Admission List & Despatch of admission offer letters	11 June 2015
Last date for receipt of required documents and fee	6 July 2015
Reporting for Admission	31 August 2015
Orientation	31 August 2015
Registration	1 September 2015
Classwork begins	2 September 2015

PART II - HIGHER DEGREE PROGRAMMES

1. Programmes of Study

The Higher Degree Programmes are uniquely designed and structured to meet the learning-aspirations of Engineers who are employed executives, entrepreneurs and professionals. The following Higher Degree Programmes are available at BITS Pilani, Dubai Campus for Admission 2015-2016.

- M.E. Design Engineering
- M.E. Microelectronics
- M.E. Software Systems
- M.E. Biotechnology
- Master of Business Administration (M.BA)
in two streams:
 - Engineering & Technology Management
 - IT Enabled services Management

Normal duration of the above programmes is 2 years (4 semesters+2 summer terms).

We treat these degree programmes as continuing education programmes for employed professionals laying great emphasis on work experience and in-service training along with the academic pursuit. Hence, admissions are given normally to candidates with the below academic qualifications who are already employed or in the pursuit of seeking employment.

2. Eligibility Criteria

- A minimum aggregate of 60% in the qualifying degree as indicated below for each programme.
 - M.E. Design:** B.E. / B.Tech. or equivalent in Mechanical Engineering
 - M.E. Microelectronics:** B.E. / B.Tech. or equivalent in EEE/EIE/ECE/CS or M.Sc. Physics
 - M.E. Software Systems:** B.E. / B.Tech. / M.Sc. / M.C.A or equivalent
 - M.E. Biotechnology :** B.E. / B.Tech. / M.Sc. or equivalent with adequate preparation in Microbiology and Biochemistry
 - M.B.A. Programmes:** B.E. / B.Tech. or its equivalent
- Applicants whose first or native language is not English must demonstrate good proficiency in English. All candidates should have either completed their qualifying degree in English medium or must have a minimum TOEFL score of 550 (paper) or 210 (computer) or 80 (internet) or IELTS score of at least 6, in every section.

Candidates who are eligible will be required to take an admission test and interview. The admission will be based on the performance in the qualifying degree, admission test and interview.

3. Application Procedure

3.1 The Application Form is available at www.bits-dubai.ac.ae/admission You can use any of the following options to fill the application: (i) Apply online. (ii) Take a printout and fill the form with pen. Application forms can also be collected from admissions office.

i) Online Application procedure: (Read instructions given below before proceeding to fill the online form).

a) Click on "Online Application" link at www.bitsdubai.ac.ae/admission

- b) Enter all the information required carefully and correctly in the online form.
 - c) Ensure the correctness of all entered data before submission. Once you confirm the correctness of the entered information and submit the form, the entered data will be recorded and you will not be able to change it.
 - d) On submission, you will be allotted a unique reference number and you will be directed to proceed for Application fee payment.
 - e) You have an option of paying the fee online through Debit or Credit Card or paying offline either by Cash or Demand Draft payable in person or by courier. (Refer 3.4 below)
 - f) Upon successful completion of online application fee payment you will be allotted an unique application number and you will be instructed to upload your documents.
 - g) Upload the required documents (jpeg or pdf format) and your submission will be complete.
 - h) In the event you opt for offline application fee payment (Cash or DD), print the filled application form and attach the documents required (see section 3.3 below).
 - i) Submit this set with the application fees to "The Admissions Office, BITS Pilani, Dubai Campus" at the address given on Page 2 in person or by courier to reach before the due date (see sections 3.4 and 3.5 below).
- ii) Instructions to fill the printed form with Pen.
- a) Take a print of the Application Form from www.bits-dubai.ac.ae/admission
 - b) Fill the application form neatly and legibly, preferably with Black or Blue ink.
 - c) Attach the photograph and the documents required (see section 3.3 below).
 - d) Submit this set with the application fees to "The Admissions Office, BITS Pilani, Dubai Campus" at the address given on Page 2 in person or by courier to reach before the due date (see sections 3.4 and 3.5 below).
3. 2. For candidates submitting the application and fee online, the system will generate a unique application number. You may note down the number for all future references. For those candidates who are opting for offline submission or payment, a unique application number will be allotted and informed to the candidate by the institute on receipt of the application and fee. In all subsequent correspondence with the Institute, the candidate must quote this application number.
- 3.3 Documents required to be submitted with the application form:
- a) Copy of the 10th Class mark sheet / certificate for date of birth.
 - b) Copy of the transcript and degree of Qualifying Examination, such as B.E / B.Tech or its equivalent. If the degree copy is not available, at the time of applying, fax/email this as soon as the same is available. If the Transcript is not available, Mark Sheets of all semesters/years of the qualifying degree should be submitted.

- c) Copy of the ID for U.A.E. Nationals. For candidates with other nationalities, Passport copy (first 3 pages and last page), and U.A.E visa page, if holding U.A.E. residence visa. Candidates, who do not possess a valid Passport at the time of applying, must enclose a declaration along with the Application, that they will fax the required Passport pages on or before last date.
- d) TOEFL / IELTS Score Report (For candidates completing their qualifying degree in Non-English Medium).
- e) A 250-word statement of purpose describing what you propose to achieve by doing this programme and your ultimate goal.
- f) Three letters of recommendation in sealed envelopes with at least one letter from an academic source. If your background includes work experience, you may include one reference from one who can comment on your experience. (Format available on website - Filled in letters must be sent in sealed envelope from the recommender or sent by e-mail directly by recommender to admission@dubai.bits-pilani.ac.in)
- g) A separate enclosure giving the details of awards like Merit Scholarships, gold Medal, N.S.T.S., N.T.S., etc., received by you.
- h) If you have given preference to M.E. Software Systems, give the details of the courses / projects done by you in the area of computers and software.

3.4. Application Fee to be paid at the time of submission of application form:

An amount of AED 210.00 only (Arab Emirates Dirhams Two hundred and Ten only) payable online by Debit/Credit Card or payable offline either by Cash or Demand Draft, drawn in favour of BITS Pilani FZ-LLC, payable at Dubai.

Applicants from India can pay as above or attach a demand draft for Rs. 2800.00 drawn in favour of Birla Institute of Technology & Science, Pilani payable on UCO Bank, Pilani (Code: 0150) or SBI-Pilani (Code:11309) or ICICI Bank, Pilani (Code: 1538).

Application received without application fee will not be considered

3.5. The last date for submitting the Application form for I Semester is 15 June 2015 & II Semester is 15 December 2015

4. Admission Procedure.

- 4.1 Candidates who are found eligible will be called for a written admission test / interview. Non-GCC Candidates will be required to appear for the same online.
- 4.2 The admission will be based on the performance in the qualifying degree, admission test / interview.
- 4.3 Admission offer letters will be issued to selected candidates.
- 4.4 Candidate must comply with all the requirements specified in the Admission Offer-Letter including submission of various documents and payment of fees on or before the date mentioned in the Admission Offer Letter. Refer Part IV for fee details.

- 4.5 If the requirements are not fulfilled by the due date, the admission offer letter will be deemed to be cancelled and the seat will be allotted to other candidates.
- 4.6 If a candidate is not allotted his/her first preference due to non-availability of seats, his / her second preference will be considered, if the candidate is eligible for the same. If none of the given preference gets allotted, such a candidate is kept in Wait-List.

Notes:

- a) The candidates should strictly comply with the deadlines indicated under section no.5 below.
- b) Applications received after due date will be treated as late applications and may be considered for admission, subject to availability of seats.
- c) Candidates who wish to avail a student residence visa through BITS Pilani, Dubai Campus must note that the pursuance of their study at the Institute depends entirely on the issuance of Student Residence Visa (SRV) by Govt. of Dubai. If on medical or other grounds the visa is denied, the admission will automatically stand cancelled. With regard to the rules pertaining to Student Residence Visa, candidates are requested to refer to "Terms and Conditions" under the admissions link in the website.
- d) The copies of the documents submitted by the candidates will be verified with the originals to be provided by the candidates after the commencement of the programme. In case of non-genuineness of any document or non-compliance of any of the admission criteria, the admission of the candidate will automatically stand cancelled.

5. Important dates in the admission process for Higher Degree Programmes

Event	First Semester Admission	Second Semester Admission
Last date for receipt of Application *	15 June 2015	15 Dec 2015
Admission Test / Interview	24 & 25 June 2015	21 & 22 Dec 2015
Orientation	31 Aug 2015	1 Feb 2016
Registration	1 Sep 2015	1 Feb 2016
Commencement of Classes	2 Sep 2015	2 Feb 2016

PART III – DOCTORAL PROGRAMME

1. Programmes of Study

BITS Pilani, Dubai Campus invites applications for admission to the Doctoral programme for Academic year 2015-16.

- Doctor of Philosophy (Ph.D)

Topics of Research can be chosen from any of the disciplines in which the Institute offers the First and Higher Degree Programmes or any Interdisciplinary or allied areas. Candidates can seek admission to Ph.D. Programme as a full time on-campus student, part-time student or off-campus student.

2. Eligibility Criteria

- M.E./ M.S./M.B.A./M.Phil. of BITS Pilani or its equivalent with a minimum of 60% aggregate.

Apart from the above minimum qualification for admission candidates applying for PART TIME should be working in an organization located in the close vicinity of the institute and which encourages and facilitates research. The candidate must have a minimum of one-year experience in related field. Candidates applying for OFF-CAMPUS should be working in an organization having a collaboration with BITS Pilani and must have a minimum of one-year experience in related field.

The admission will be based on the performance in the qualifying degree, experience and admission test. Selected candidates will be provisionally admitted and will be required to clear the Ph.D qualifying exam before proceeding with their research.

3. Application Procedure

3.1 The Application Form is available at www.bits-dubai.ac.ae/admission You can use any of the following options to fill the application:

- (i) Apply online. (ii) Take a printout and fill the form with pen. Application forms can also be collected from admissions office.
- i). Online Application procedure: (Read instructions given below before proceeding to fill the online form).
 - a) Click on "Online Application" link at www.bits-dubai.ac.ae/admission
 - b) If you are a candidate for admission to On-Campus Ph.D. programme, you should fill in the Part I of the application form only.
 - c) If you are a candidate for admission to Off-campus/Part time Ph.D. programme, you should fill both Part I and Part II of the application form.
 - d) Enter all the information required carefully and correctly in the online form.
 - e) Ensure the correctness of all entered data before submission. Once you confirm the correctness of the entered information and submit the form, the entered data will be recorded and you will not be able to change it.
 - f) On submission, you will be allotted a unique reference number and you will be directed to proceed for Application fee payment (Refer 3.5 below for Application fee amount).
 - g) You have an option of paying the fee online through Debit or Credit Card or paying offline either by Cash or Demand Draft payable in person or by courier.
 - h) Upon successful completion of online application fee payment you will be allotted an unique application number and you will be instructed to upload your documents.
 - i) Upload the required documents (jpeg or pdf format) and your submission will be complete.
 - j) In the event you opt for offline application fee payment (Cash or DD), print the filled application form and attach the documents required (see section 3.3 and 3.4 below).
 - k) Submit this set with the application fees to "The Admissions Office, BITS Pilani, Dubai Campus" at the address given on Page 2 in person or by courier to reach before the due date (see sections 3.5 and 3.6 below).

- ii) Instructions to fill the printed form with Pen.
- Take a print of the Application Form from www.bits-dubai.ac.ae/admission or collect it from admissions office.
 - Fill the application form neatly and legibly, preferably with Black or Blue ink.
 - Attach the photograph and the documents required (see section 3.3 and 3.4 below).
 - Submit this set with the application fees to "The Admissions Office, BITS Pilani, Dubai Campus" at the address given on Page 2 in person or by courier to reach before the due date (see sections 3.5 and 3.6 below).
- 3.2. For candidates submitting the application and fee online, the system will generate a unique application number. You may note down the number for all future references. For those candidates who are opting for offline submission or payment, a unique application number will be allotted and informed to the candidate by the institute on receipt of the application and fee. In all subsequent correspondence with the Institute, the candidate must quote this application number.
- 3.3. The following enclosures must accompany the Application Form:
- Copy of the Degree Certificate and Transcript / Mark sheets of the First-degree programme.
 - Copy of the Degree Certificate and Transcript/Mark sheets of the Higher-degree programme.
 - List of courses and syllabus of each course prescribed for the fulfillment of the Higher degree.
 - List of Prescribed textbooks for each course.
 - Final examination question papers for each course.
 - Passport copy
- 3.4. Candidates applying as off-campus or part-time students must also add the following enclosures to the above:
- Outline of Proposed Topic of Research
 - Proposed supervisor's consent and his biodata.
 - Consent of supervisor's organisation permitting him to act as supervisor.
 - Nature of his association with the candidate's organisation, if working in a different organisation.
 - Profile of your organisation
 - Declaration by the employer is required for employed and sponsored candidates.
 - Consent or No-Objection Certificate from Parent Organization as per format available on website from Part-time candidates.
- 3.5. Application Fee to be paid at the time of submission of application form:
- An amount of AED 210.00 only (Arab Emirates Dirhams Two hundred and Ten-only) payable online by Debit/Credit Card or payable offline either by Cash or Demand Draft, drawn in favour of BITS Pilani FZ-LLC, payable at Dubai.
- For Indian Applicants paying by way of DD only: A demand draft for Rs. 2800.00 drawn in favour of Birla Institute of Technology & Science, Pilani payable on UCO Bank, Pilani (Code: 0150) or SBI-Pilani (Code:11309) or ICICI Bank, Pilani (Code: 1538).
- 3.6. The last date for submitting the Application form for I Semester is 15 June 2015 & II Semester is 15 December 2015.

4. Important dates in the admission process for Doctoral Programmes

Event	First Semester Admission	Second Semester Admission
Last date for receipt of Application *	15 June 2015	15 Dec 2015
Admission Test / Interview	24 & 25 June 2015	22 & 22 Dec 2015
Orientation	31 Aug 2015	1 Feb 2016
Registration	1 Sep 2015	1 Feb 2016
Commencement of Classes	2 Sep 2015	2 Feb 2016

PART IV - FEES, SCHOLARSHIPS & REFUND POLICY

1. Fee structure for Academic Year 2015-16 Admissions

(Each Academic Year consists of two semesters.

First Semester: September-January and Second Semester: February-June)

A. One - Time Fee (Payable at the time of Admission)

FIRST DEGREE PROGRAMMES		HIGHER DEGREE PROGRAMMES		DOCTORAL PROGRAMME	
Application Fee	: AED. 210/-	Application Fee	: AED. 210/-	Application Fee	: AED. 210/-
Admission Fee	: AED. 1,500/-	Admission Fee	: AED. 1,500/-	Admission Fee	: AED. 1,500/-
Activity Fee	: AED. 1,000/-	Activity Fee	: AED. 1,000/-	Activity Fee	: AED. 1,000/-
Caution Deposit *	: AED. 5,000/-	Caution Deposit *	: AED. 2,000/-	Caution Deposit *	: AED. 2,000/-
Hostel Caution Deposit*	: AED. 2,000/-	Hostel Caution Deposit*	: AED. 2,000/-	Hostel Caution Deposit*	: AED. 2,000/-

B. Tuition Fee

FIRST DEGREE PROGRAMMES		HIGHER DEGREE PROGRAMMES		DOCTORAL PROGRAMME	
First Semester (payable in 2 installments)	: AED. 17,500/-	First Semester (payable in 2 installments)	: AED. 15,000/-	First Semester** (payable in 2 installments)	: AED. 12,000/-
Second Semester (payable in 2 installments)	: AED. 17,500/-	Second Semester (payable in 2 installments)	: AED. 15,000/-	Second Semester** (payable in 2 installments)	: AED. 12,000/-
Summer term (Payable for PS I after 2nd year)	: AED. 4,500/-			Thesis Submission Fee	: AED. 1,000/-

C. Visa / Insurance Fee (Payable for each Academic Year)

DIAC / Visa Fee (For Students on Visa provided by the Institute)

Fresh Visa Fee : AED. 2,700/-

Visa Renewal Fee : AED. 2,100/-

Medical Insurance Fee : AED. 1,550/-

(Currently prevailing Visa Fee, subject to change)

D. Hostel Fee (Only For Hostel Residents)

First Semester : AED. 15,000/-

Second Semester : AED. 15,000/-

Summer Term : AED. 5,200/-

Internet facility Fee : AED. 750/- per annum

Laundry charges and service charge for using refrigerator in the room are additional and information on the same is available on the website.

E. Transport Fee (Only for Day Scholars)

For Dubai : AED. 1,750/- per semester

For Sharjah & Ajman : AED. 2,000/- per semester

(Currently prevailing Transport Fee, subject to change)

*Refundable on graduation or on leaving the Institute, after due adjustment for damages, breakages caused by the student, if any.

****1. Full- time On-Campus Ph.D.Scholars will be considered for 80% Tuition Fee waiver and Part-time Ph.D.Scholars will be considered for 70% Tuition Fee waiver for the normal duration of the Programme subject to terms and conditions.**

2. On-Campus and Part-time Ph.D. scholars who are UAE/GCC Nationals are considered for 100% Tuition Fee waiver and may be offered suitable Research Assistantships/Fellowships.

1.1 Fee Payment Instructions

The above fees can be paid by any one of the modes given below.

- i. Payment by Cash: The fee can be paid by Cash in AED or USD at the Fee counter in the Institute.
- ii. Payment by Cheque: Payment by cheque will be accepted only if the cheque is from a bank based in UAE. All Cheques should be drawn in favor of "BITS Pilani FZ LLC" and payable in AED at a bank in Dubai. There should be no corrections or alterations on the cheque.
- iii. Payment by Telex/ Bank transfer: Payment can be made directly to our bank account given below through your bank along with collection charges if any. The TT advice/receipt copy received from your bank must be sent to the Accounts department, by fax - 009714-4200838 or email (sonu@dubai.bits-pilani.ac.in), mentioning the name & application number of the student.

Bank	HSBC Bank
Account Title	BITS PILANI FZ LLC
Account No.	026-307181-001
IBAN	AE4502 000 000 2630 7181 001
SWIFT Code	BBMEAEAD
Branch	P.O. Box: 66, Main Branch, Dubai, UAE.

- iv. Payment by Demand Draft: All Demand Drafts should be drawn in favor of "BITS Pilani FZ LLC" and payable in AED at a bank in Dubai. If the amount is paid by US \$ drafts, an amount of US \$ 50/- should be added towards bank charges.

Please note that the fee must be paid in full and any charges towards collection or clearance of DD/TT must be borne by the students. The Institute will give credit only to the Net Amount credited in its bank account.

2. Scholarships and Concessions - First Degree Programmes

2.1 For New Admissions

2.1.1 Board Toppers

Students who have secured top three positions (First, Second and Third position) in 12th standard in their respective boards (General Secondary Education Certificate Examination of Ministry of Education, UAE or CBSE-India or any other State, National or International Board) are given a merit scholarship of 100%, 75% and 50% of the first semester tuition fee respectively for the first semester.

2.1.2 Merit in Qualifying Examination

- a. Students who have obtained 90% or above in the aggregate of the qualifying Examination are given a merit scholarship of 20% of first semester tuition fee.
- b. Students who have obtained 80% or above but less than 90% in the aggregate of the Qualifying Examination are given a merit scholarship of 15% of the first semester tuition fee.

2.1.3 Merit in BITSAT 2015 (BITS Online Admission Test)

- a. Scholarship: Admitted candidates with BITSAT 2015 (or BITSAT 2014) score of 200 or above will be eligible for the following merit scholarship for two semesters (first year) of Academic Year 2015 - 16, depending on the score secured in BITSAT.

S. No.	BITSAT Score	Scholarship
1	≥300	75% of Tuition Fee*
2	250 to 299	50% of Tuition Fee*
3	200 to 249	25% of Tuition Fee

The above scholarship is applicable for first year only (Academic year 2015-16) and subsequently, the students will be eligible for the merit scholarship of the institute as mentioned under 2.2 below.

*Students availing this scholarship will not be eligible for any other Scholarship/Concession in the first year.

- b. Hostel Fee Concession: Admitted Candidates with BITSAT 2015 (or BITSAT 2014) score of 150 or above will be offered a 25% concession in the Hostel fee for the normal duration of the programme (four years).

2.1.4 Sports Excellence

- a. Students who have participated and won medals in International championships by representing their Country are given scholarship of 50% of the first-semester tuition fee and students who have just participated in the International Championships are given scholarship of 15% of first-semester tuition fee.
- b. Students who have participated and won medals in National tournaments by representing their State / City are given scholarship of 20% of first semester tuition fee and students who have just participated in National Tournaments are given scholarship of 5% of first semester - tuition fee.

2.2 Merit Scholarship for continuing students

All Students who obtained a CGPA of 9.00 or above on a 10.00 scale at the end of a semester are given a merit scholarship of 20% of tuition fee for the following semester.

2.3. Other Special Concessions

2.3.1 For GCC/ Arab Nationals

Meritorious GCC / Arab Nationals will be offered a scholarship of 50% to 100% on the tuition fee for the normal duration of the programme based on their performance in the qualifying examination (Grade 12 or equivalent) and continuity of certain minimum performance during the programme. These scholarships will be restricted to specific number of students under each of the above mentioned scholarship category.

2.3.2 For Sudden bereavement of earning member of the family

The Institute helps such students by waiving off 100% tuition fee for a semester for those students who face financial hardships due to the sudden and untimely demise of the sole earning member of their family in that semester. A scholarship of upto 75% can be offered in the subsequent semesters, on a case to case basis, depending on means and need and the overall performance / discipline of the student.

2.3.3 For Physically Challenged Students

All physically challenged students satisfying the conditions laid out are given a 15% concession on the tuition fee throughout the programme subject to satisfactory academic performance in each semester.

2.3.4 For Sibling

For families that have more than one child enrolled concurrently, a concession of 25% on the tuition fee is offered to the second child until the first child graduates.

3. Scholarships and Concessions - Higher Degree Programmes

3.1 For New Admissions

- a) Students who are UAE Nationals will be offered full tuition fee scholarship for the normal duration of the programme.
- b) BITS Alumni, Candidates from Collaborative Organizations / Companies and Siblings / Parents of continuing students will be offered a 10% concession on the tuition fee, during the normal duration of the programme.

3.2 Merit Scholarship for continuing students: Merit Scholarship amounting to 20% of semester tuition fees is awarded to the topper of each programme every semester based on the performance of the students in the previous semester. The minimum CGPA for the eligibility of this scholarship shall be 9 on a 10 point scale.

Please note:

- All students must pay their specified fee at the time of Admission and any amount awarded as scholarship will be adjusted in the subsequent fee payment.
- At any given time, a student can avail more than one scholarship / concession unless otherwise mentioned, provided the total scholarship/concession amount does not exceed more than 50% of the tuition fee amount of that semester including all or any scholarship/concession availed by the student.
- The decision of the institute shall be final and cannot be contested on all matters of scholarships and concessions at BITS Pilani, Dubai Campus. The institute has the right to discontinue the scholarship/concession at any time in case the student is found guilty in any disciplinary case.

4. Refund Policy For All Programmes

Application Fee, Admission Fee and all Visa related fees are non-refundable.

4.1 Tuition Fee:

- 4.1.1 If a student accepts the admission offer and completes the admission formalities but withdraws before the date of registration, 80% of the first instalment of first semester tuition fee is refundable.
- 4.1.2 If a student withdraws within one week of the date of registration, 50% of the first instalment of first semester tuition fee is refundable.
- 4.1.3 If a student withdraws after one week of the date of registration, no tuition fee is refundable.

4.2 Hostel Fee:

- 4.2.1 If a student opts not to avail the hostel facility after paying the hostel fee and if the request for the same is received before the commencement of the semester, 90% of the semester's hostel fee is refundable.
- 4.2.2 If request for not availing the hostel facility is received within one week of the commencement of the semester, 50% of the semester's hostel fee is refundable.
- 4.2.3 If request for not availing the hostel facility is received after one week of the commencement of the semester, the entire first semester's hostel fee is non-refundable.

4.3 Transport Fee:

- 4.3.1 If a student opts not to avail the transport facility after paying the transport fee and if the request for the same is received before the commencement of the semester, 90% of the semester's transport fee paid is refundable.
- 4.3.2 If request for not availing the transport facility is received within two weeks of the commencement of the semester, 50% of the semester's transport fee is refundable.
- 4.3.3 If request for not availing the transport facility is received after two weeks of the commencement of the semester, the entire first semester's transport fee is non-refundable.

BITS Pilani Campuses



BITS Pilani, Pilani Campus



BITS Pilani, Dubai Campus



BITS Pilani, K.K. Birla Goa Campus



BITS Pilani, Hyderabad Campus



BITS Pilani
Dubai Campus

BITS Pilani, Dubai Campus
Dubai International Academic City
P.O. Box: 345055, Dubai, UAE • Tel: 00971 4 4200700 / 4200811 • Fax: 00971 4 4200822
Email: admission@dubai.bits-pilani.ac.in • Website: www.bits-pilani.ac.in/dubai