MALAVIYA NATIONAL INSTITUTE OF TECHNOLOGY JAIPUR

J. L. N. Marg, Malaviya Nagar, Jaipur-302017 (Rajasthan)

Fax-+91-141-2715035, Mobile: 9549651432, Website-www.mnit.ac.in

11th November, 2020

Instructions for Online Registration of New entrants in B. Tech./B.Arch.
(through JoSAA/CSAB-2020)

Note: Due to COVID-19 pandemic, there will be no physical reporting for the time being and complete admission procedure will be in online mode.

(A) Registration Schedule

All the students admitted in MNIT Jaipur (through JoSAA-2020) are advised to report online at MNIT Jaipur erp portal (www.mniterp.org) on the scheduled date and time, for final admission. The registration process will be performed during **16th - 21st November 2020 upto 17:00 hrs (After Round 6 of JoSAA) and 25th - 30th November 2020 (After special rounds of CSAB)**.

(B) Fee

Balance fee deposition must be done in online mode through MNIT ERP login. ERP login credentials of students will be mailed on their personal email at the time of admission. **Students are advised to activate/enable Net Banking facility as payment charges are lesser in Net Banking as compared to Debit Card.**

The students are required to pay the fee as follows:

Bachelor of Technology (B. Tech.)

Particulars	GEN/OBC/EWS			SC/ST/All PwD candidates
	Income * <1 Lac	Income * 1 Lac to 5 Lac	Income Above 5 Lac	
Tuition Fee	0	20834	62500	0
Institute Fee	35865	35865	35865	35865
TOTAL FEE	**35865**	**56699**	**98365**	**35865**
Fee already paid to JoSAA	(-) 33000	(-) 33000	(-) 33000	(-) 13000
PARTIAL ADMISSION FEE paid to JoSAA (during 9th to 13th, November, 2020,)	(-) 40000	(-) 40000	(-) 40000	(-) 20000
Total Fee paid to JoSAA**	**(-) 73000**	**(-) 73000**	**(-) 73000**	**(-) 33000**
Fee to be paid at the time of Institute reporting	**-37135#**	**-16301#**	**25365**	**2865**

Bachelor of Architecture (B. Arch.)

Particulars	GEN/OBC/EWS			SC/ST/All PwD candidates
	Income* <1 Lac	Income * 1 Lac to 5 Lac	Income Above 5 Lac	
Tuition Fee	0	20834	62500	0
Institute Fee	38865	38865	38865	38865
TOTAL FEE	**38865**	**59699**	**101365**	**38865**
Fee already paid to JoSAA**	(-) 33000	(-) 33000	(-) 33000	(-) 13000
PARTIAL ADMISSION FEE paid to JoSAA (during 9th to 13th, November, 2020,)	(-) 40000	(-) 40000	(-) 40000	(-) 20000
Total Fee paid to JoSAA**	**(-) 73000**	**(-) 73000**	**(-) 73000**	**(-) 33000**
Fee to be paid at the time of Institute reporting	**-34135#**	**-13301#**	**28365**	**5865**

*Subjected to production of Total annual family income certificate (from all sources) duly issued from the concerned prescribed competent Revenue Officer, not below the rank of Tehsildar. The certificate should have been issued based on family income in the financial year 2019-20. It must be issued on or after 1st April 2020. In case the valid income certificate (for GEN/OBC/EWS) is not available at the time of admission, full amount applicable to Income group of above 5 lacs, will required to be paid. Additional amount will be refunded on presenting the valid income certificate later.

** It has been assumed that the Seat Acceptance Fee (Rs. 33000/- for GEN, OBC-NCL and Rs.13000/- for SC/ST/PwD) and Partial Admission Fee (Rs. 40000/- for GEN, OBC-NCL and Rs.20000/- for SC/ST/PwD) has already been paid by the candidate to Join Seat Allocation Authority (JoSAA). For details of fee structure for session 2020-21 see the website: http://mnit.ac.in/cms/uploads/2020/08/Fee_Structure_UG_2020-21.pdf

If your income certificate is found valid then the balance amount will be refunded.

(C) Online Orientation: 30th Nov 2020 and 01st Dec 2020.

(D) **Classes Schedule:** The classes shall commence from 02nd December 2020 Wednesday (online).

(E) How to reach MNIT Jaipur

The Institute is located south of Jaipur in Malaviya Nagar on Jawahar Lal Nehru Marg. The nearest railway station is Gandhinagar Railway Station approximately 2 KM from MNIT. The main railway station and Bus stand are approximately 10 KM from the Institute. The Airport is about 3 KM away. Frequent city transport and private transport services are available for the Institute from every point of the city.

(F) Contact Us:

Associate Dean: 9549654475

Helpline: 9549651432, 0141-2715035

Dean Academic Section:

Ground Floor, Prabha Bhawan,
Malaviya National Institute of Technology Jaipur,
Jaipur-302017 (Rajasthan) India

Online Reporting & Registration Process

1. Get STUDENT-ID from the Institute: ERP credentials (loginID and Password) will be sent to you at your registered mail id mentioned in JoSAA form on or before 16th November 2020 (after receiving data from JoSAA).

2. Fill Admission Form and pay remaining fee: To fill the admission form and pay remaining fee online through MNIT ERP, follow the instructions manual **"How to submit admission form and pay fee online?" Annexure-A.**

3. Initially, fee challan of default amount i.e. Rs. 25365/- (for B. Tech GEN/EWS/OBC), Rs. 2865/- (for B. Tech. SC/ST), Rs. 28365/- (for B. Arch. GEN/EWS/OBC), Rs. 5865/- (for B. Arch. SC/ST) will be created on your ERP login (at **mniterp.org)**.

4. Candidates in the income group (< 1 Lac or 1 lac to 5 lacs) have to send Income Certificate (mentioning total annual family income certificate from all sources duly issued from the concerned prescribed competent Revenue Officer, not below the rank of Tehsildar) along with Affidavit (**Annexure-B**) through mail at **incomecertificate@mnit.ac.in** for verification.
   If found correct then fee challan will be modified according to income group otherwise full amount of fee is to be paid.

5. Undertaking by all admitting students (**Annexure-C**) signed by the candidate and Parents/Guardian must be uploaded on ERP.

Note: Hardcopy of required documents is to be submitted in the Institute whenever students will be asked to report physically in the Institute Campus.

For queries write an email to:

erp.acad@mnit.ac.in : ERP related technical queries.

How to submit admission form?

1. Open the link: **http://mniterp.org** in Google chrome browser.
2. System will ask you for the LDAP login credentials. Use following login details :

    User Id: **appmnit**
    Password: **pwd8985$**

    Note: System may ask to you enter the above credentials more than one time.

3. After successful LDAP login, select 'STUDENT LOGIN' from the screen.

4. You will see the student login window on ERP. Enter the login credentials sent on your mail-id mentioned in JoSAA form.

5. After login, click '**My Profile**' to open the admission form. Admission form contains two sections/tabs :

1. General Section (Tab)

2. Address Section (Tab)

General	Address

② Pre Admission Data　　　　　Update

Student Details

Academic Year	2020-21
Branch	PHYSICS
Name	
DOB (dd-mm-yyyy)	00-00-00 ✕
Gender	Select... ∨
Mobile No	
Email ID	
Marital Status	Select... ∨
Blood Group	Select... ∨
Aadhar Card No	
PWD	NO ∨
Passport No	
Country of Citizenship	Select... ∨

Parent Details

Father Name	
Father's Mobile	
Father Email	
Mother Name	
Mother's Mobile	

Course Details

Degree	M.Sc
Specialization	PHYSICS
Type	FULL TIME
Category	OBC
Allotted Category	OBC
Day scholar/Hosteler	Select... ∨
Admission Type	CCMN
AIR / Gate Score	
Sponsored By	
Nominee	Select... ∨

6. After filling all the fields (relevant to you only) click on the 'Update' button to submit the admission form. Leave other fields blank (e.g., Scholarship details, Bank Account, etc.)
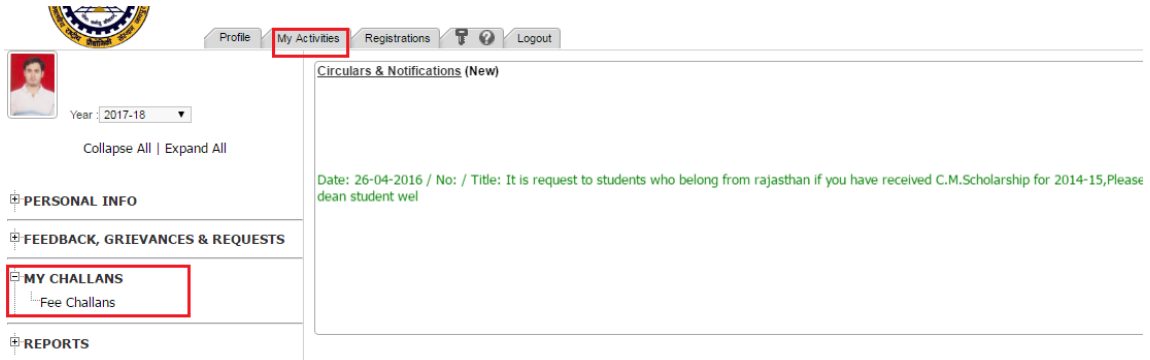
Note: Don't submit admission form before filling required fields (with red box). You will not be able to edit the form once submitted.

7. Ignore message regarding "Hostel Fee" and "Course Registration Pending"

8. System will allow you to take print of your admission form.

9. Upload Undertaking (Annexure C) in the section My Activities->Personal Info->Documents Upload
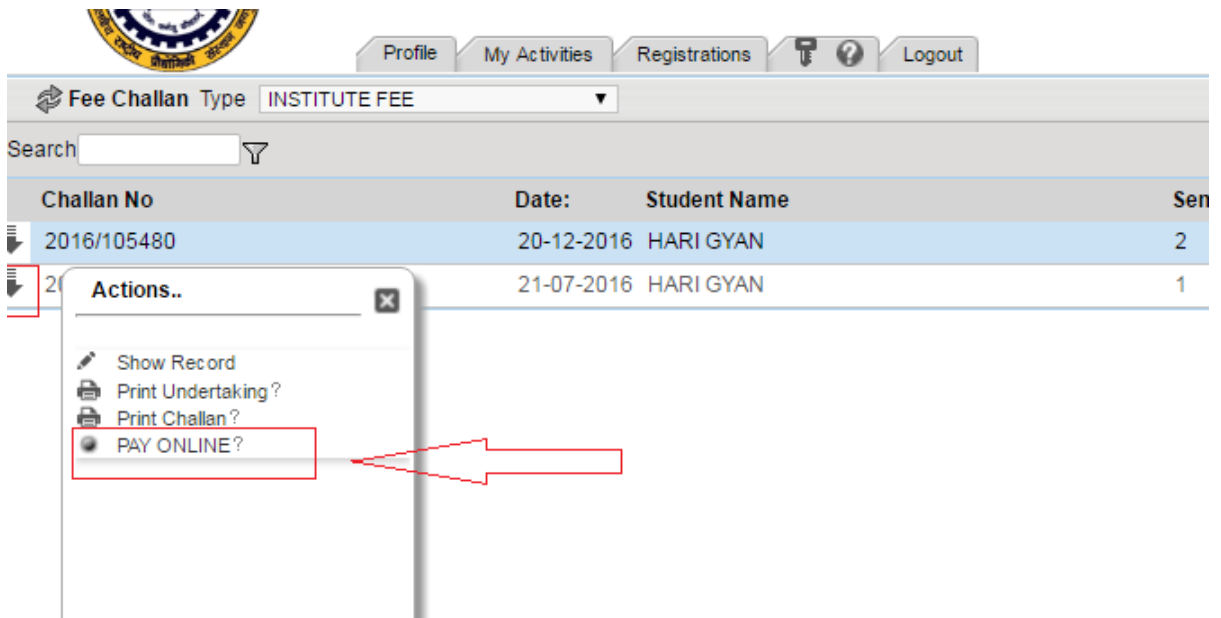
Online Fee Payment Manual

How to pay fee through ONLINE PAYMENT MODE?

1. Go to My Activities->My Challans

2. Check your fee amount value as per table indexed above. If found wrong then mail at erp.acad@mnit.ac.in
3. Select your fee challan and click on actions ('Down arrow in left of challan')
4. Select 'Pay Online' option to initiate online payment.

5. Select gateway from available list of gateways. Active gateways are:
   a. TPSL
   b. EazyPay
6. Follow the instructions on screen and complete your fee payment using any of available payment mode:
   a. Debit cart
   b. Net banking

Note: Steps to complete fee payment may be different as per selected gateway or your bank. You are advised to check help manual of payment gateway.

How to confirm payment status?

1. After fee payment, Gateway will redirect you to MNIT ERP. Payment successful if it shows you success message with transaction ID.
2. To confirm it on ERP, you can check transaction ID in 'Transaction ID' column of challan record.
3. **Payment Verification Link: A fee payment verification link has been activated to avoid double payment. In case the amount is deducted from the bank account of a student however the transaction ID is not updated on ERP, the students before making the payment again are advised to confirm the payment status using Payment Verification Link (Available in actions of fee challan).**

In case of any issue related to one of following write at email specified below.

Technical Issues related to ERP: erp.acad@mnit.ac.in
Payment Issues: accounts.acad@mnit.ac.in

Affidavit for remission of fee
(On Rs. 50/- Stamp Paper, must be notarized)

I …………………………………….……………… (Name of Father/Mother/Guardian) age ……. years, Indian inhabitant, residing at …………………….…………………………………………………. …………………………………………………………………….. (Full Address) inform that my son/daughter …………………….…………………… (Name) …...……… (Student ID) having been admitted to Malaviya National Institute of Technology Jaipur do hereby state and declare on solemn affirmation as under:

i) That, my ward is taking admission and claiming the tuition fee waiver/remission against the income certificate bearing No. ……………… dated………………….. submitted by me duly issued by the competent authority (Designated/Authorized by the Government).

ii) That, the certificate submitted by me includes the annual income of all members of my family during the financial year 2019-20 (Income Tax assessment year 2020-2021).

iii) That, I shall inform MNIT Jaipur in case my income exceeds the prescribed limits of exemption in tuition fee as per the letter dated F. No. 33-4/2014-TS.III dated June 24, 2016 and July 02, 2016.

iv) That, I hereby solemnly aver and undertake that the above submitted Income Certificate is true and correct as per the norms of Government of India. In case the submitted Income Certificate is found untrue/false at any point of time, I am aware that I have to pay the full fee with penalty as imposed by the Institute. I am also aware that the Institute can take any disciplinary action against my ward and that it shall be acceptable to me.

v) That, the said affidavit is true and correct to the best of my knowledge and no facts have been concealed there in and no fact is false. I hereby, understand that in case any information regarding income certificate submitted by me found to be false or there is alteration/ misrepresentation or concealment of any facts, criminal case can be registered against me under the Indian Penal Code Section 177, 197, 198, 199, 200 and 420. I am also aware that, if found guilty, I can be punished with imprisonment for term of 3 to 7 years and fine.

I am making this Affidavit to produce the same before Malaviya National Institute of Technology Jaipur to indicate the income certificate submitted for tuition fee remission for the academic year 2020-21.

DEPONENT
(Father/Mother/Guardian)

Verification

Verified at ………………. on this ……………………. day of …………., ………. that the contents of the above affidavit are true and correct to the best of my knowledge and belief. No part of it is false and noting material has been concealed therefore.

DEPONENT

UNDERTAKING

I ……………………………………… (Name of the student) Student ID …………… S/o, D/o,

W/o …………….…………………… age ..……. years, Indian inhabitant, residing at

……………………….…………………………………….………………………………………

….…………………………………………………………………………………………………

having been admitted to Malaviya National Institute of Technology Jaipur do hereby state and

declare on solemn affirmation as under:

During the course of study, if at any stage it is found that any of the document(s) (Related to

eligibility) submitted by me to JoSAA/DASA/MEA/ICCR/Institute is/are not correct then my

admission will be cancelled and it will be solely my responsibility. Further, the Institute will be

free to take any legal action against me as per law.

Signature of the Candidate   Signature of Guardian / Parents
Name of the Candidate: Name of the Guardian / Parents:

(………………………………………………)   (……………………………………………….)
Date:……………………………….   Date: ……………………………….