

NATIONAL INSTITUTE OF TECHNOLOGY KURUKSHETRA
KURUKSHETRA, HARYANA-136119

F.No. Acad/JoSAA-2020/2022/ 343

Date :- 08.03.2022

**IMPORTANT INSTRUCTIONS , LAYOUT PLAN AND FLOW CHART FOR DOCUMENT VERIFICATION
(B.TECH. 2020 BATCH)**

This is with reference to Notifications issued vide No. Acad./2022/202 dated 09.02.2022 and No. Acad./2022/254 dated 18.02.2022 regarding switching over of your classes from Online Mode to Offline mode w.e.f. 07.03.2022 after receding conditions of Covid-19 & on the directions of the State Govt of Haryana.

The document verification (Physical Reporting) of the students admitted in B.Tech. programmes of the Institute in 2020 were conducted in Phase-I during Lab Work Schedule of 3rd semester in September-2021. There are many students whose document verification was not done., therefore the Institute notified document verification schedule for **Phase-II (Final and mendatory for all remaining students)** vide No. Aca./JoSAA-2020/2022/299 dated 02.03.2022. (copy attached) Please visit Institute website (www.nitkkr.ac.in) for more information related to document verification schedule.

The students are advised to bring all the original documents and one set of photocopies of all the required documents as mentioned in the **Personal Information Form (PIF)** on the notified date and time of document verification for their branch. It is also mendatory to carry **Provisional Admission Letter (PAL)** with them while they plan their journey to NIT Kurukshetra campus.

The PIF Form and PAL have already been sent to all the students by Email in March-2021 & August-2021 respectively on their registered Email (Received from JoSAA/CSAB-2020 & MEA, DASA authorities). In case if any student has not received the same, he/she may request for the same by sending email on academic@nitkkr.ac.in

The PIF Form contains 5 pages, out of which first 3 pages contains personal and educational details and remaining 2 pages are Antiragging Undertakings (Student and Parents).

The students will be issued ID Card on the basis of PAL,PIF and after successful verification of documents during Physical Reporting , therefore please bring all the documents at the time of Physical Reporting for issuance of ID Card.

The guidelines for safety precaution in view of prevailing conditions of Covid-19 pandemic has to be followed by the students during their stay in the campus. The students are required to fill unfilled personal data like Name in Hindi, Marks of Physics, Maths, Chemistry etc in the PIF form . The students are also required to get their & their parent's signature in the PIF form at the designated places specially on Anti Ragging Undertaking.

[Handwritten signatures and dates]
08.03.22
08/03/22

A. IMPORTANT INSTRUCTIONS

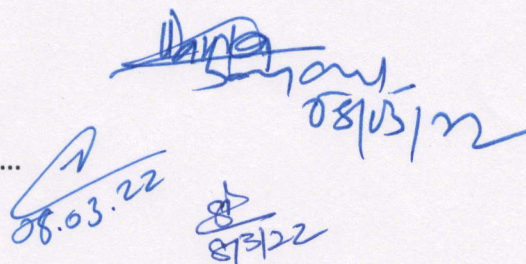
Please note the following (Must read thoroughly):-

- 1) The students are required to carry fully vaccinated certificate or RT-PCR report of not older than 72 hours on the date of your document verification.
- 2) The students are also required to carry any valid Photo ID Proof and you must wear mask during document verification process.
- 3) The students must follow Covid appropriate behaviour and co-operate the staff on duty. It is also expected to maintain social distancing during document verification.
- 4) The students must carry Original Documents or Digi Locker verified documents along with them at the time of their arrival in the Institute for Physical Reporting (Document Verification).
- 5) ***The students admitted under PwD quota must get countersignature of the senior Medical Officer/ Medical Officer of the Health Centre on duty on photocopy of their PwD certificate (Min 40% bench mark disability)***
- 6) The students must take printout of **Personal Information Form (PIF)** attached with this email.
- 7) The students are required to fill required unfilled entries in the form using Blue point pen.
- 8) The student must ensure that their & their Parent's /Guardian's signature in the PIF at the proper place must have been done.
- 9) The students are required to attach Self Attested Photocopies in support of their admission as per Check List of PIF. They are also required to write Annexure No on the Top Right of each Document (i.e. Annexure-18 (i) etc).
- 10) The student must carry **Provisional Admission Letter (PAL)** sent to them by email as a proof of their admission in the Institute. **Without this document, the student will not be issued ID Card.**
- 11) The student will be issued Admission File by the support staff on duty for preparation of the admission file.
- 12) The students are required to place PIF along with self attested documents in the Admission File and hand over the file to the support staff on duty.
- 13) The students will be issued ID Card on producing any valid Photo ID Proof (Aadhar Card) and Provisional Admission Letter(PAL) by the support staff on duty.

In case of any query in this regard, the students may drop email mentioning their Roll No and Query on academic@nitkkr.ac.in, admission@nitkkr.ac.in email id or alternatively send whats app query on 09729-233227 or call on 01744-233227,233226,233228

We wish pleasant and safe stay of all the students of B.Tech-2020 batch in the NIT Kurukshetra campus.

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Deputy Registrar (Academic)
Office of the Dean (Academic)
NIT Kurukshetra, Haryana
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08.03.22
08/03/22

B. NOTICE

NATIONAL INSTITUTE OF TECHNOLOGY, KURUKSHETRA-136119

No. Acad/JoSAA-2020/2022/299

Dated : 02.03.22

NOTICE

Subject :- Schedule for Physical Reporting of remaining B.Tech students admitted in NIT Kurukshetra in Academic Year 2020-21 through JoSAA/CSAB- 2020.

Venue for Physical Reporting: Examination Hall-1 (Ground Floor)

| Sr. No. | Reporting Date | Branch | Time |
|---------|----------------|---|--------------------------|
| 1. | 21.03.2022 | Civil Engineering Roll Nos. 12011001 to 12011080 | 9.30 A.M. to 12.00 P.M. |
| | | Civil Engineering Roll Nos. 12011081 onwards | 01.00 P.M. to 03.30 P.M. |
| 2. | 22.03.2022 | Computer Engineering | 9.30 A.M. to 12.00 P.M. |
| | | Information Technology | 01.00 P.M. to 03.30 P.M. |
| 3. | 23.03.2022 | Electrical Engineering Roll Nos. 12014001 to 12014080 | 9.30 A.M. to 12.00 P.M. |
| | | Electrical Engineering Roll Nos. 12014081 onwards | 01.00 P.M. to 03.30 P.M. |
| 4. | 24.03.2022 | Electronics & Comm. Engineering Roll Nos. 12015001 to 12015080 | 9.30 A.M. to 12.00 P.M. |
| | | Electronics & Comm. Engineering Roll Nos. 12015081 onwards | 01.00 P.M. to 03.30 P.M. |
| 5. | 25.03.2022 | Mechanical Engineering | 9.30 A.M. to 12.00 P.M. |
| | | Production and Industrial Engineering | 01.00 P.M. to 03.30 P.M. |

Important Instructions: -

1. The students are required to bring one hard copy of the Personal Information Form (PIF), Provisional Admission Letter(PAL) issued by NIT Kurukshetra and already sent to the students on their registered JoSAA/CSAB email ID along with required documents mentioned in PIF at the time of physical reporting. The student must carry all the Original documents at the time of Physical Reporting.
2. PWD students are required to get attested photocopy of their PWD Certificate from the Senior Medical Officer/Medical Officer of the Institute Health Centre.
3. The students must be vaccinated with two doses of COVID-19 vaccination and the students are required to produce fully vaccinated certificate or RTPCR report of not older than 72 hours. In absence of the certificate Physical Verification of documents of the students will not be carried out.
4. The students must follow the COVID-19 protocol during physical verification.
5. The Flow Chart for guidelines of the students will be available on the Institute Website on or before 15.3.2022.

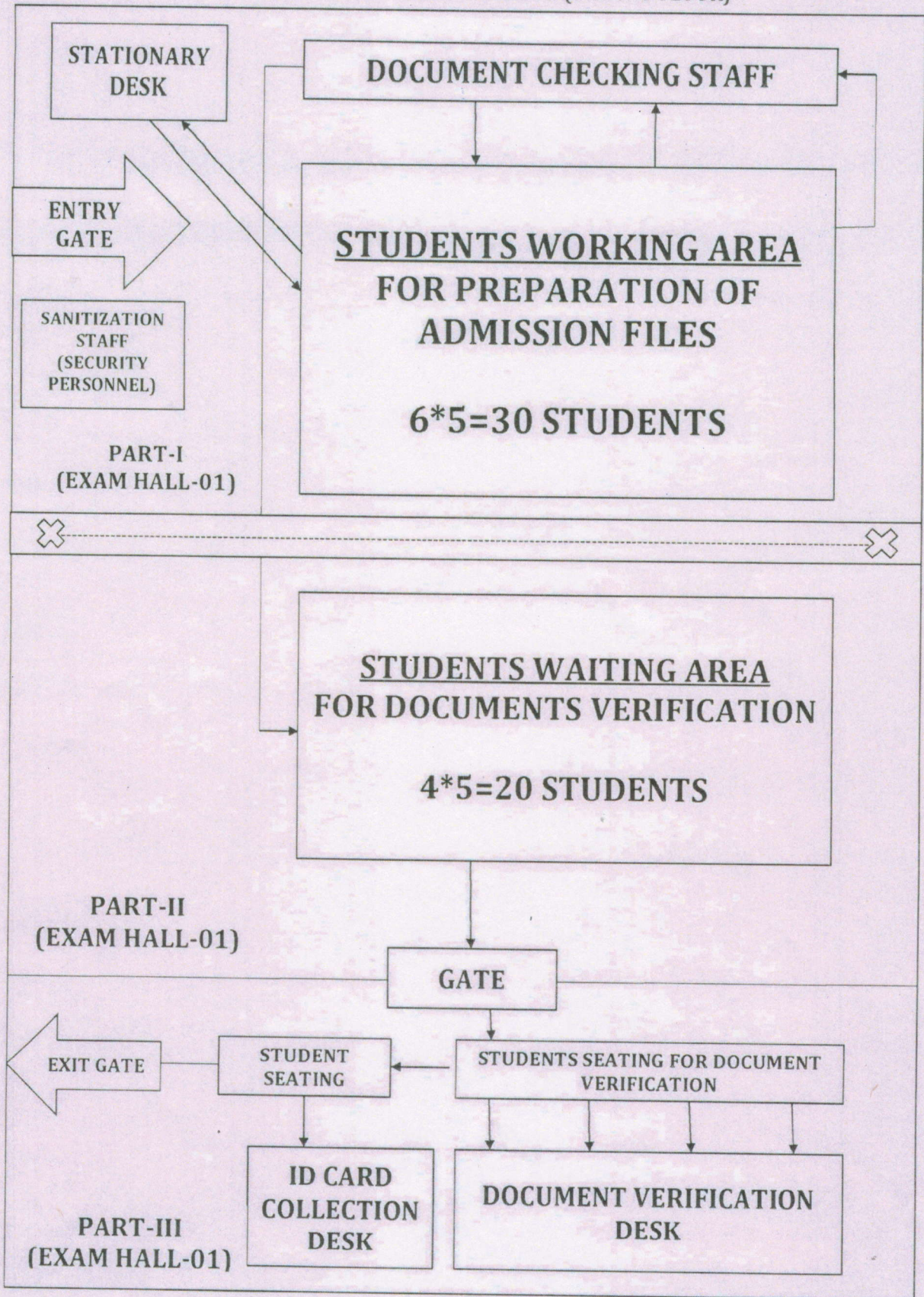
Deputy Registrar (Academic)

Copy to

1. P/I (CCN) for uploading on the Institute website.
2. Centre Incharge, JoSAA/CSAB- 2020 for information.
3. Deputy Centre Incharge, JoSAA/CSAB- 2020 for information.
4. Senior Medical Officer for information.

C. LAYOUT PLAN FOR DOCUMENT VERIFICATION

LAYOUT PLAN FOR DOCUMENT VERIFICATION
(B.TECH. 2020 BATCH)
VENUE: EXAMINATION HALL-01 (GROUND FLOOR)

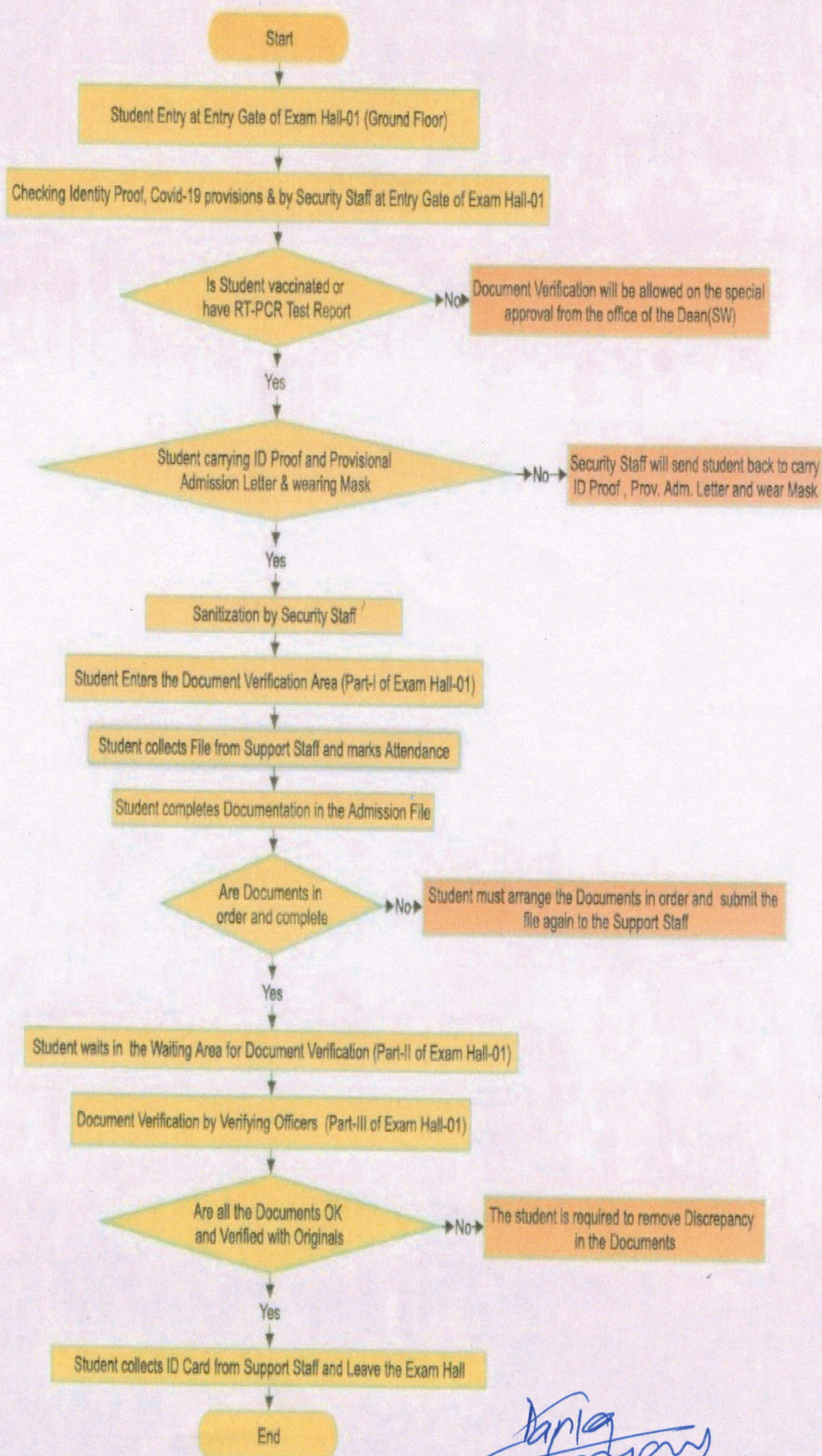


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D. FLOW CHART OF DOCUMENT VERIFICATION PROCESS

NATIONAL INSTITUTE OF TECHNOLOGY KURUKSHETRA

FLOW CHART FOR DOCUMENT VERIFICATION PROCESS OF B.TECH-2020 BATCH STUDENTS VENUE - EXAMINATION HALL NO-01 (GROUND FLOOR)



Handwritten signatures and dates:
26.03.22
28/03/22