VISVESVARAYA NATIONAL INSTITUTE OF TECHNOLOGY, NAGPUR

Online Registration Instructions for Institute Reporting

B Tech Admission JoSAA (2018-19)

Candidate who are allotted seat at VNIT, Nagpur has to visit online registration link http://vnitreg.vnit.ac.in/vrce for filling student information Online.

*Online Filling of student information is **MANDATORY** before Institute Reporting*

Before online form filling, Please keep soft copy of your Pass-Port size (Colour picture) photograph, Signature and Thumb impression ready for uploading.

Please read the instructions & specifications given at the end of this document for Photograph, Signature and Thumb impression image.

The Steps for Online form filling are given below: -

Registration link http://vnitreg.vnit.ac.in/vrce

Important Note: In Step 1 after selecting Admission Sought To as "Bachelor of Technology / Bachelor of Architecture", & Please select Branch Allotted.

Step 1: Candidate has to register on the above registration link. After filling the details, Registration Id & password will be generated. Candidate should note down the Registration Id & password. This Registration Id is essential for Fees payment through State Bank Collect. After registering yourself & generating Registration Id & Password, close the browser. Now login with Registration Id & Password on http://vnitreg.vnit.ac.in/vrce & follow the steps mention below.

Step 2: Candidate has to fill address details along with parents details & address with contact numbers.

Before proceeding to Step 3, Candidate to visit SBI Collect, for fees payment. On SBI collect; Search for exact Fees Category. The Registration Id (obtained in Step 1) is required for fee payment.

VISVESVARAYA NATIONAL INSTITUTE OF TECHNOLOGY, NAGPUR

ATTENTION: *Candidate need to select "FEES CATEGORY" as describe below for Fee payment through SBI Collect:*

*OP/OB B Tech candidates should select to pay **Rs. 47100***

    B Tech (JEE) OPEN and OBC Admission Fees

*OP/OB B Arch candidates should select to pay **Rs. 48400***

    B Arch (JEE) OPEN and OBC Admission Fees

*SC/ST/PwD B Tech candidates should select to pay **Rs. 4600***

    B Tech (JEE) SC - ST and PwD Admission Fees

*SC/ST/PwD B Arch candidates should select to pay **Rs. 5900***

    B Arch (JEE) SC - ST and PwD Admission Fees

- *Candidate can make payment on SBI collect either by*
  - ***Internet Banking** or through*
  - ***E-Challan** (i.e. candidate need to generate e-challan from SBI Collect and can pay CASH in any SBI Branch)*

*Candidate need to attach copy of this paid **Internet Banking** or **e-challan** receipt with the admission form. In either payment modes, SBI Collect will generate payment reference number (viz. DU123456); this reference number is required in **Step 3** of online registration to fill fee payment details.*

VISVESVARAYA NATIONAL INSTITUTE OF TECHNOLOGY, NAGPUR

Step 3: Candidate has to fill Educational details, Bank Account details, Fee Payment detail (State Bank Collect information), and upload photograph, signature & thumb impression.

- *Above procedure should be completed in all respect before institute reporting in the scheduled dates to avoid inconvenience during the reporting procedure.*

- *Candidate has to take print of the VNIT Registration form after completing all above 3 Steps & attach all the relevant documents with the form*

- *Candidate must bring the copy of the SBI Collect Payment Receipt at the time of Institute Reporting*

- *Candidate will bring the two (2) sets of Xerox copies of all relevant documents, along with the originals for verification.*

- *All Candidates will report to Institute's designated Reporting Venue.*

- *All Candidates are requested to visit VNIT Website regularly for updates regarding JoSAA Admissions 2018.*

VISVESVARAYA NATIONAL INSTITUTE OF TECHNOLOGY, NAGPUR

List of Documents for Institute Reporting:

Candidate must bring the following two (2) set copies (along with originals for verification) of documents mentioned below in the same sequence:

1) *Seat Allotment letter issued by JoSAA 2018*
2) *JEE Rank Card*
3) *Photo ID Proof as per Govt of India Norms*
4) *Original Certificate for Date of Birth issued by Competent Authority / Class X (SSC) Board Certificate as Proof for Date of Birth*
5) *Original Mark Sheet of Class X and XII*
6) *Original Certificate of Social Category [Caste Certificate] (OBC/SC/ST) if applicable, Caste Validity Certificate for Candidates having Caste Certificate issued by Maharastra State, Candidates in OBC category shall bring Non Creamy Layer Certificate issued on or after 1st April 2018 in the format given on JoSAA website*
7) *Original certificate for persons with disabilities (PwD)*
8) *Transfer / Migration Certificate*
9) *Copy of Aadhar card*
10) *JoSAA Fees payment receipt (Rs. 35000/ Rs. 15000)*
11) *Fee payment receipt through SBI Collect VNIT*
12) *Colour Passport size photographs 4 Nos.*

<u>Note</u> – Original Transfer / Migration Certificate will remain submitted with the Institute.

VISVESVARAYA NATIONAL INSTITUTE OF TECHNOLOGY, NAGPUR

Instructions for Image, Photo & Thumb Impression Upload

Image of Your Photograph, Signature and Left Thumb impression
Photograph Image:

a. Photograph must be a recent passport style color picture.

b. Allowed Photo Size – 3.5 cm x 4.5 cm

c. Size of file should be between 4kb-100 kb and should be in JPG/JPEG format

d. Ensure that the size of the scanned image is not more than 100KB. If the size of the file is more than 100 KB, then adjust the settings of the scanner such as the DPI resolution, no. of colors etc., during the process of scanning.

Signature Image

a. The applicant has to sign on white paper with Black Ink / Jel pen.

b. The signature must be signed only by the applicant and not by any other person.

c. Dimensions 3.5 cm x 1.5cm (preferred)

d. Size of file should be between (1KB – 30KB) and should be in JPG/JPEG format

e. Ensure that the size of the scanned image is not more than 30KB

Thumb Impression Image

Boys: Left

Girls: Right

a. The applicant has to put his/her Thumb Impression on white paper with Blue/Black Stamp Pad.

VISVESVARAYA NATIONAL INSTITUTE OF TECHNOLOGY, NAGPUR

b. Dimensions 3.5 cm x 1.5cm (preferred)

c. Size of file should be between (1KB – 30KB) and should be in JPG/JPEG format

d. Ensure that the size of the scanned image is not more than 30KB

Scanning the Photograph, Signature & Thumb Impression

a. Set the scanner resolution to a minimum of 200 dpi (dots per inch)

b. Set Color to True Color

c. File Size as specified above

d. Crop the image in the scanner to the edge of the photograph/signature, then use the upload editor to crop the image to the final size (as specified above).

e. The image file should be JPG or JPEG format. An example file name is: image01.jpg or image01.jpeg Image dimensions can be checked by listing the folder files or moving the mouse over the file image icon.