

# VISVESVARAYA NATIONAL INSTITUTE OF TECHNOLOGY, NAGPUR

## **Instructions for the Freshly Allotted Seat students in VNIT through DASA 2022**

As informed by DASA, all B. Tech/ B. Arch students allotted Seat in VNIT for Academic Year 2022-23 are required to report ONLINE as per the schedule given by DASA 2022 to VNIT, Nagpur. For online reporting to VNIT, all students admitted in various programs of B. Tech./B. Arch are required to fill the details on VNIT reporting portal and complete the online reporting procedure. Following are the steps to complete the reporting procedure:

STEP 1: Download the latest / updated **“Provisional Offer and Seat Acceptance Letter”** from DASA 2022 website (compulsory to complete VNIT Reporting).

STEP 2: Log in on VNIT online portal of **(link <http://vnitreg.vnit.ac.in/vrce>)**  
Fill all the details on online portal and upload the documents. Students are requested to go through the FAQs before logging on online portal. (FAQ Link: <https://vnit.ac.in/admission/wp-content/uploads/2021/07/FREQUENTLY-ASKED-QUESTIONS-FOR-ADMISSION-REGISTRATION-PORTAL-2021-1.pdf>)

Consideration the duration of Online reporting students are advised / requested to complete the formalities on VNIT portal one day before the last reporting day.

PLEASE NOTE THAT, IN ORDER TO AVOID INCONVENIENCE AND DELAY, ALL CANDIDATES ARE INSTRUCTED TO COMPLETE THE VNIT ONLINE PORTAL PROCEDURE.

STEP 3: Pay the Balance Fee (if applicable) through **VNIT E payment portal**. Instruction regarding same are given in **Annexure I**.

STEP 4: **Scanned Copy** of documents is to be **uploaded** in the sequence mentioned in VNIT Institute Reporting Instruction Notice.

STEP 5: Once the final submission of the online application is done by the candidate, he/ she **needs to inform regarding the same to the VNIT Nagpur via email on [acadsection@vnit.ac.in](mailto:acadsection@vnit.ac.in)**.

STEP 6: Here the documents and other details of the candidate will be verified by the VNIT officials and **Provisional Reporting Letter** will be sent to the candidate next day by email (on the email address mentioned by the candidate in DASA. This completes the online reporting of the candidate.

Step 7 : All candidates are required to bring **One set of self-attested photocopies** of all the documents mentioned in the Instructions for Institute Reporting (**Annexure IV**) along with the Original for physical verification during the physical reporting at VNIT, Nagpur.