

VISVESVARAYA NATIONAL INSTITUTE OF TECHNOLOGY, NAGPUR

Instructions for the Freshly Allotted Seat students in VNIT through DASA 2023

As informed by DASA, all B. Tech/ B. Arch students allotted Seat in VNIT for Academic Year 2023-24 are required to report PHYSICALLY as per the schedule given by DASA 2023 to VNIT, Nagpur. For physical 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 Physical 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 2023 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: After completely filling up the information on VNIT online admission portal, report physically at VNIT :

- On 10th August to 12th August-2023, Academic Section, Old Academic Building, 1st Floor
- On 14th August-2023 at Hall no 61,62,63,New Academic Building , Sixth Floor, VNIT Campus (there will be no reporting on 13th August-2023)

along with all the documents in original and 1 set of self-attested photocopies of all documents. Copy of documents is to be arranged in the sequence mentioned in VNIT Institute Reporting Instruction's - Common Documents Checklist-Annexure-IV.

STEP 6: After reporting to VNIT, Nagpur, documents and other details of the candidate will be verified by the VNIT officials and Provisional Reporting Letter would be issued to the candidate. This completes the Physical reporting of the candidate.

Important Instructions

Schedule for Physical Reporting (at VNIT): As per schedule

Time: 10.00 am to 4.00 pm

Note: Actual Processing time for one candidate: Approx. 20 minutes (after submission of form at reporting counter). However, total time required for reporting will depend on the number of candidates reported before the candidate at the reporting counter(s).