

Dear Candidates,

At the outset, I congratulate you on appearing for the JEE (Mains) examination this year. I am sure that you have obtained a very good score in this prestigious entrance test.

The upcoming online admission procedure based on JEE (Mains) score is detailed as follows:

Documents Uploading:

Please upload scanned (readable) copies of your original documents on the following link, latest by **4 pm on 15th September, 2020** to enter the online admission process for the first merit list- <https://ezapp.ishinfo.com/SITJEE2020/Register/>

As the CBSE and state boards have declared the 12th results, you are requested to upload the 12th marksheet along with other documents on priority to fulfill the eligibility criteria for admission to B.Tech. First year programs at Symbiosis Institute of Technology, Pune.

Please refer to the following website link for the list of required documents to be uploaded - https://www.sitpune.edu.in/first_add_admission_procedure

Please ensure that you click the submit button after uploading documents in the portal. Candidates failing to do so will not be included in the merit listing process.

Documents Verification:

The uploaded scanned documents will be verified by the institute team and you will be notified on your registered email id in case of pending / invalid (not readable) documents, if any. In such a case, you are requested to upload the pending documents and/or re-upload any document marked invalid (not readable) by the verification experts within the stipulated time period.

Merit Listing and Seat Allocation:

Candidates will be merit listed based on JEE (Mains) scores and seats will be allocated based on candidates' merit, candidates' branch preferences and branch availability on **16th September, 2020 (SC/ST/DA/KM and Open/General candidates)**.

Emails will be sent to the merit listed candidates with the following links -

- a) Online link to login and download provisional admission offer letter from the institute website.
- b) Online link to pay fees online within three days from the date of merit list declaration and seat allocation.

Seat Confirmation / Waiting List:

Candidates need to pay **Rs. 1,05,800/-** (1st instalment of academic fees + institute deposit (refundable)) online via Billdesk option to confirm the branch seat allocated within five days of seat allocation.

It is recommended to keep sufficient online banking transaction limits and amount required for the online fees payment so as to complete payment formality in the stipulated time period.

In case of nonpayment of fees within the stipulated time period, the concerned branch seat will be **deallocated and offered to the next candidate** as per the merit list.

The candidate who has not paid the fees within the stipulated time period to confirm the branch seat allocated to him/her will be automatically added to the waiting list of his/her higher branch preference.

Branch Change:

Candidates who have paid the requisite fees within the stipulated time period and confirmed the branch seat currently allocated to them, can apply for branch change on candidates' portal to change branch as per their choice. Branch change will be carried out on the basis of merit and branch seat availability.

Hostel Allocation:

After payment of the academic fees mentioned above, hostel allocation facility will be available to the interested candidates. Hostel fees will also be paid via Billdesk option.

Hostel fees to be paid (online): Rs. 97,000/- (1st installment of Hostel & Mess Fees + hostel deposit (refundable)).

It is recommended to keep sufficient online banking transaction limits and balance amount required for the online fees payment in the stipulated time period.

For detailed admission fees structure please refer to the following link - <https://www.sitpune.edu.in/assets/pdf/Revised-SIT-UGFeeLetter2020-21-30mar.pdf>

Contact Us:

Feel free to contact us <https://www.sitpune.edu.in/contactus> for any queries / clarifications.

You are most welcome to talk to our admission counsellors and department faculty for further guidance at <https://www.sitpune.edu.in/admission-counseling>

With Best Wishes,

Dr. Ketan Kotecha

Director, Symbiosis Institute of Technology, Pune.

Dean, Faculty of Engineering, Symbiosis International (Deemed University), Pune.