Tele: 27157534/2103/2123   **Army Institute of Technology**
Fax: 27157401/27157534   Dighi Hills, Alandi Road,
Pune-411015

AIT/0915/Join Instr/A Cell   June 2018

RAGGING IS A PUNISHABLE OFFENCE : AIT HAS ZERO TOLERENCE FOR RAGGING

JOINING INSTRUCTIONS (2018-2019 SESSION) – B.E. COURSE AT ARMY INSTITUTE OF TECHNOLOGY, PUNE

1.   Admission to AIT for First Year Engineering will be as per AIT Merit List, which is based purely on the JEE (Main) 2018 Rank list of CBSE. AIT Merit List up to 950 has been uploaded on website http://www.aitpune.com.

Online Reservation of Seats

2.   All candidates with AIT Merit within 700 and who have registered on line, have been given the opportunity to submit their choices of desired branch of engineering online. .

3.   Commencing from 01 June 2018, candidates with AIT Merit up to 300 have been given the option till 8 Jun 2018, to reserve their seats by paying the fees Rs 10,000/-, on line. In the second round candidates with AIT Merit lower than 300, will be given similar opportunity for reservation of seats on line, between 22 and 28 June 2018, as per availability of seats. Actual confirmation of seats will be done after physical verification of documents at AIT as per dates of admission given in subsequent paragraphs.

4.   Branch of Engineering would be allotted taking into consideration the order of merit of the candidate, available vacancies and choice of branch indicated by the candidate. **CANDIDATES ARE ADVISED TO FILL IN THEIR CHOICE OF BRANCH ONLINE AS PER THEIR DESIRE/PREFERENCE EVEN IF THERE IS NO VACANCY IN THAT BRANCH AT THAT TIME. THIS CHOICE MENTIONED IN THE ADMISSION FORM WILL FORM BASIS FOR SUBSEQUENT AVAILABILITY OF BRANCH OF CHOICE DUE TO WITHDRAWAL/FAILURE OF SOME CANDIDATES TO JOIN AIT WITHIN STIPULATED TIME.**

Dates of Admission

5.   For final admission, the candidates, including those whose seats have been reserved in the online process should **report on the date and time indicated against the Merit Block corresponding to your Merit No** to Army Institute of Technology, Dighi Hills, **Pune** – 411015 with all original supporting documents listed at Para 10, 11 and fee as per Para 33 to 34, of these Joining Instructions:-

AIT Merit No	Date	Day	Time
01 to 150	3 Jul 18	Tuesday	09:00 am
151 to 250	-do-	-do-	01:00 pm
251 to 400	4 Jul 18	Wednesday	09:00 am
401 to 500	-do-	-do-	01:00 pm
501 to 650	5 Jul 18	Thursday	09:00 am
651 to 701	-do -	-do-	01:00 pm
(Spare)	6 Jul 18	Friday	09:00 am
	-do-	-do-	01:00 pm

ADMISSION PROCEDURE

6.   **Candidates with Reserved Seats.** Names of candidates whose seats have been reserved during the online process will be uploaded on AIT website by 30 Jun 18. Such candidates will physically report on dates given in Para 5 above. In case such candidates do not report at specified date and time, his /her reserved seat will be forfeited and his/her merit number will stand relegated to a merit lower than last admitted candidate at the time of his/her reporting.

7.   **Admission of Candidates not on Reserved List.** Admission for all other candidates not on reserved list, will be done to fill up the vacant seats, based on actual availability of seats as updated on AIT website on admission days. These candidates can avail this chance entirely at their own discretion and risk.   AIT does not offer any guarantee with regard to admission to such candidates. However, applicants can make their decision based on earlier branch wise merit trends uploaded on AIT website.

8.   **Candidates Merit Listed 701 onwards.**   Candidates who are placed after Merit Number 701 and not called for admission till 6 Jul 18 are well advised to be ready to report at short notice. Such candidates will be intimated by AIT admission cell by email and telephone/ mobile individually. If such candidates fail to report within stipulated date, their vacancy will be forfeited and offered to next candidate in merit.

9.   **Inability to Report on Due Date. The candidate is required to report personally for the admission session. The selected candidates/students should come prepared with luggage and belongings so as to stay in AIT Hostel on grant of admission and attend regular classes with effect from 09 Jul 2018**. If the Candidate does not report on specified date/time, his/her candidature will stand cancelled and the seat will be allotted to the next in merit/wait-listed candidate. Request for **extension of joining date will NOT be accepted** under any circumstances or for any reason whatsoever. Candidates who fail to appear on the specified date but report on a later date may be

granted admission subject to availability of vacancy on that date. He/she will however cease to claim his/her original merit and his/her Merit Number will be relegated to a Merit Number immediately after the Merit Number of the last candidate admitted.

Documents to be Deposited at the Time of Admission

10.   Please bring the following documents in original and with 'Certified True Copies' in triplicate at the time of admission: -

        (a)   Statement of marks of XII standard/HSC from Statutory Board. (Will be returned back to the student immediately after verification).

        (b)   School/Institute Leaving/Transfer certificate from the Principal/Head of Institution last attended.

        (c)   Migration certificate of students other than those of Maharashtra Secondary School Certificate Examination Board.

        (d)   Affidavit for participation in Excursion/Picnic/Tours organised by AIT on Rs 100/- stamp paper duly notarised as per **Appendix 'A'** of Joining Instructions.

        (e)   The computer generated acknowledgment/receipt of Anti Ragging Affidavit by student and Anti Ragging affidavit by Parent / Guardian. These affidavits should be obtained by registering on **www.antiragging.in / www.amanmovement.org** and following the procedures given therein. College and course details required for filling the forms is given under **Appendix 'B'**. Two separate sets of affidavits are to be furnished, one set for the College and one set for the Hostel. (This affidavit will be on plain paper and not on Rs 100/- stamp paper).

        (f)   Ten copies of passport size photographs and two stamp size photographs. Full name should be written on the backside of photo.

        (g)   **Gap Affidavit.** If after passing the qualifying (class XII) examination by the candidates, there is a gap between the time/year of joining College/Institute and passing year of Class XII, the candidate shall submit an affidavit to be given on a **stamp paper worth Rs 100/-** duly notarized stating that during the said period the candidate did not join any other course in any statutory University / Institute. (Format of Gap Affidavit is given in **Appendix 'C'** of Joining Instructions). **In case candidate had joined any College/University during this time, the candidate should submit Migration Certificate and Transfer Certificate of that particular College/University.**

(h)   Domicile Certificate, in case the student belongs to J&K State.

(j)   Photocopy of Kindred roll (Duly attested) in case of Serving JCOs / OR.

(k)   Photocopy of Record of Service page (duly attested) wherein family details have been mentioned, in case of serving Army Officers.

(l)   Photocopy of Discharge Book Page (duly attested) wherein family details have been mentioned (In case of retired Offrs/JCOs/OR).

(m)   Certificate 1 to 3 as per Prospectus in original as applicable.

11.   **Original documents to be shown for verification at the time of admission.**

(a)   Matriculation Certificate or equivalent for verifying the date of birth if date of birth is not reflected in XII Std /HSC Mark Sheet.

(b)   Certificate of passing XII standard/HSC from Statutory Board.

(c)   Character Certificate.

(d)   JEE (Main) Hall Ticket and Rank Card.

(e)   Citation/Part II Order/Military Secretary's Branch MS(X) Army Headquarters letter, specifying the award in respect of award winner category. The supporting documents must clearly specify that the award is for Gallantry. (As applicable).

(f)   Children of those persons, who are in receipt of any type of pension, should bring pension document **in original**. (As applicable).

(g)   Certificate showing period of service, served in Army in case of children of those who are/were in Army Postal Service or Army Medical Corps or Territorial Army or Military Nursing Service. (As applicable).

(h)   Part II Order of the concerned unit and Certificate showing **child of War widow** (As applicable).

(j)   Candidates Dependency Certificate/Card or ECHS card for wards of retired personnel. (Refer to Para 16 of Joining Instructions).

Note: -   (i) Original documents will be filed at the time of admission and returned after verifiction.

(ii) Candidates will submit three photocopies of above   certificates to AIT.

12. **Hostel Accommodation.** Hostel accommodation is **mandatory** for all First Year Engineering students. Therefore, all students getting admission must come prepared to stay in the hostel. Permission will not be granted for staying out in the First Year of study. Hence, all candidates will deposit hostel and connected fees at the time of admission itself.

13. **Laptops/Personal Computer.** Students must have their own Laptop/Personal Computer as this will be required from the first year of their study. Assignments and online quiz tests are conducted on MOODLE/Edvelop e-learning management system for all students. AIT provides Wi-Fi connection to all hostellers and students will be charged at the rate of Rs 2,500/- per year for this purpose in their annual fees. Laptops are available at the college through vendor during admission.

14. **CSD Facilities.** CSD facilities are available in AIT, on Wednesdays and Saturdays. All students should bring CSD Card for availing CSD facility.

Medical Facility

15. MI Room with Nursing Assistant from MH, Kirkee is functional round the clock at AIT. Serious cases are referred to MH, Kirkee / Command Hospital, for treatment.

16. Each student must have a valid **DEPENDENT CARD or ECHS CARD**. MH and Command Hospital decline to administer treatment/admit students for treatment without Dependent Card/ECHS Card. AIT would not be able to extend any assistance in this regard and the student shall be referred to civil hospital for medical assistance if the student fails to produce the 'Dependent Card'. Students who are wards of ex-serviceman should be in possession of valid ECHS cards.

17. Relevant medical papers/documents in case of students suffering from **chronic illness** should be given to student and Rector informed, so that follow-up treatment can be undertaken by medical authorities. Information regarding the same should be furnished to the Joint Director and Rector/Warden of the Hostel to facilitate emergency medical attention.

18. **Discipline.** All students are expected to conduct themselves strictly as per the norms and code of conduct of Army Institute of Technology and Rules and Regulations of Savitribai Phule Pune University. Any student found to be violating these rules and regulations is liable to be expelled from the College/Hostel without giving any notice. In case of serious offences, a provision exists for expulsion or rustication for a period up to 5 yrs. All students on being granted admission will be issued with "**AIT Rule Book**", "**AIT Honour Code**" and they must make themselves aware of these Rules and Regulations and the onus for the same rests with the students. Students are not allowed to participate in any kind of excursions/tours/picnics organised without consent of the management. AIT would be organising some excursions/tours/picnics for

which students and their parents are required to furnish **an affidavit on Rs 100/-stamp paper duly notarized as per Appendix 'A' of Joining Instructions.**

Ragging

'RAGGING IS STRICTLY PROHIBITED IN AIT'.

19.   Ragging in any form is a despicable act and will be strictly dealt with in accordance with the directions issued by the **Supreme Court of India** and as per the Provisions contained in the **Maharashtra Prohibition of Ragging Act 1999 and UGC Regulations on Curbing the Menace of Ragging in Higher Education Institution, 2009 ((Under Section 26(1)(g) of the University Grants Commission Act, 1956. Copy of regulations are available on AIT website).** Parents are therefore, well advised to counsel their ward(s) to stay away from indulging in any act of ragging while studying in AIT. At the same time, their ward(s) should also be advised to stand up against any act of ragging and report any incident of ragging whether they are themselves subjected to or not. Incidents of ragging are reported to the Civil Police and the punishment could range from **expulsion** from College to **imprisonment in civil jail**. Every student and his/her parent are required to submit the **Anti-Ragging Affidavit as per Para 10(e) separately for the Institute and Hostel.**

Attendance

20.   It is mandatory to have 90% attendance in theory classes and 100% in practicals in the First Year. In subsequent years, it is mandatory to have 75% attendance in theory classes and 100% attendance in practicals. Undertaking to this effect must be given by the student and parent at the time of admission. Any student having less than prescribed attendance will not be permitted to appear for University Exam. Parents of the admitted students are advised to be regularly in touch with HOD ASGE (Applied Science & General Engineering) and First Year Faculty/Counsellor to check attendance of their wards adherence to laid down attendance rules.

21.   Intimation on the ward's attendance will be given to the parents through email/letter/SMS after each semester.

22.   A student is permitted to remain absent from classes and hostel only on specific request from the parent. The request must be faxed/emailed/mailed by parent to AIT every time they want their ward to proceed on leave of absence.

23.   **Railway Concession Voucher** Students are entitled to Students Railway Concession Voucher to travel between Pune and Place of Residence during vacation. The residence for this purpose shall be the one mentioned in the Admission Form by the Parents/Student. Therefore, if there is any change in the place of residence the same must be communicated to College Authorities. Use of Railway Concession Voucher for travelling to places other than the place of residence mentioned in the College Record shall invite penalty and denial of this facility in future.

24.   **Clothing and Soft Furnishing.** Pune has a mild to moderate climate. Heavy winter clothing, therefore, is not necessary. It is advised to bring the following items while coming for admission to AIT, Pune:-

(a)	Bed sheet	-	2
(b)	Light woollen blanket	-	1
(c)	Pillow with cover	-	1
(d)	Bed cover	-	2
(e)	Hangers	-	6

(Note: These could be procured locally also on allotment of seat)

25.   Bedbug proof mattress and window curtains will be issued from the college stores for which cost has been levied in the overall fees for Academic Year 2018-19.

AIT Uniform

26.   All students (Gents and Ladies) are required to be in possession of AIT uniform. The First Year students will have to **wear the AIT uniform from 01 Aug 2018**. Till 01 Aug 2018, all students will attend classes on Mondays and Thursdays in dark coloured formal trousers and light coloured full sleeve shirts with black leather shoes. Each student must possess at least two formal trousers, two full sleeved shirts and one pair of black leather shoes for this purpose. Lady students will attend classes on Mondays and Thursdays in 'Salwar suit with duppatta' and sandals. Each lady student will be in possession of at least two pairs of 'Salwar suits' for this purpose. Tailoring services for stitching uniform (as per AIT approved pattern and standard) will be made available at the time of admission. **On grant of admission, student must give his/her measurements to the tailors**. The rates of uniform items are as under:-

(a)	Trouser grey colour Raymond Suiting (2 Nos)	-	Rs 1355.00
(b)	Shirt sky blue colour Raymond (2 Nos)	-	Rs 1020.00
(c)	Blazer Navy Blue Raymond Sapphire Cloth	-	Rs 1700.00
(d)	Overall combination Navy Blue Vardhaman suiting (Boiler Suit)	-	Rs 560.00
(e)	T Shirt, AIT	-	Rs 300.00
(f)	Tie AIT	-	Rs 65.00
		Total	**Rs 5,000.00**

27. Above payment **Rs 5,000/-** (Rupees Five Thousand only) is to be made **alongwith the Tuition Fee and Allied Charges through one Bank Demand Draft or by NEFT/RTGS** (Refer **Para 32 & 33** for mode of payment).

28. Students who wish to have additional pair of uniform can place order in writing with the tailor directly at the time of admission. **Sikh students will wear Maroon Turbans with the College Uniform and these will have to be brought along by the Sikh students**. Patkas are not permitted to be worn with the College Uniform.

29. **Valuables.** It is advised not to bring jewellery, music system or any other costly items to the hostel. AIT undertakes no responsibility of any kind for loss of such items from the students.

30. **Two/ Four Wheelers.** First Year students are **not permitted to keep or drive two/four wheelers** within AIT Campus.

Cash

31. (a) An ATM of HDFC Bank is located on the AIT campus.

(b) It is the responsibility of the students concerned to keep their cash and Debit/Credit Card in safe custody.

(c) The student should not, under any circumstances divulge the ATM PIN, etc. to anybody else, even his/her friends.

(d) All students are prohibited from paying any cash to anybody, including fellow students/Branch Head/Class Rep/ Secretary of Club or any other student or staff of AIT or any vendor. Proper notice will be issued by Joint Director, AIT, for payment of fees, fine etc. Such payments will be acknowledged by the AIT Authorities by issue of a proper receipt. AIT will not be held responsible for any unauthorised payment.

Mode & Schedule of Payment

32.   It is mandatory to pay the following fees at the time of admission. Details of various fees and charges are given below: -

Description	Amount per annum (Rs)	Remarks
(a) Academic Fee		
Tuition and allied fees	127000	
University Exam Fees $	1880	
Development Fees	17195	
Group Personal Accident Policy	120	
Employability Training Fee	1270	
Registration Fees	2750	
Uniform charges	5000	
Rule Book & Adm Forms*	165	
Wi-Fi Fees (Academic Area)	1300	
Security Deposit (Academic)*	1000	
Value Added Courses*		
Fundamentals of Programming (FPL)	3000	
Soft Skills	2500	
Total (a)	**1,63,180**	
(b) Hostel, Messing & Other charges		
Hostel Fees	35,000	
Messing (Meals for all days of the week) @	34,500	
Laundry Charges	2,640	
Wi-Fi Fees (Hostel Area)	1,694	
Bed Bug Proof Mattress & Curtain * @	3,400	
Barber Charges (for Boys other than Sikh)	396	
Hostel Security Deposit *	19,000	
Total (b)	**96,630**	
Grant Total	**2,59,810**	

$ As per orders of the University.

* To be paid in first year only.

Messing charges are for 345 days. Meals will not be provided during summer/winter breaks (10 days each in first halves of June and Dec).

 Note: Staying in hostel is **mandatory** for all First Year Students. The entire fees can be paid at the time of admission. Other options are:-

(a)   **Academic fee** can be paid in maximum of **two** equal instalments, each of **Rs 83,000/-**.

(b)   **Hostel fees**, including messing charges etc. can be paid in maximum of **two** instalments, each of **Rs 50,000/-**.

(c)   Those who pay entire fees in one instalment need to pay only **Rs 2,59,810/-**.

(d)   All fees will be paid through demand draft, in the name of 'ARMY INSTITTUE OF TECHNOLOGY', payable at Pune, to be submitted during admission.

33.   **Mode of Payment:**

(a)   A bank Demand Draft for an amount of **Rs 2,59,810/- (Two Lakh Fifty Nine Thousand Eight Hundred and Ten only)** drawn in favour of **Army Institute of Technology** payable at Pune should be brought along at the time of admission.   Minimum payment will consist of Rs 1,33,000(Rs 83,000/- +Rs 50,000/-),which is the first instalment of Academic fee and Hostel fee.

(b)   NEFT/RTGS transfer for the above amount to the banks account given below. Candidates required to produce the epayment receipt to confirm the e-Transfer:-

Account Name for online Transfer of Fee	Army Institute of Technology
Account No	6811944694
IFSC code	KKBK0001758
Bank & Branch	Kotak Mahindra Bank Ltd KKBK0001758

Note :-

(i)   Payment in **cash or cheques will not be accepted**. Non payment of above fee at the time of admission will result in denial of admission to candidate.

(ii)   The **charges of messing, laundry and hostel are subject to periodic review** during an academic year due to market factors that are beyond the control of AIT Authorities.

(iii)   Refund for the value added courses (as applicable) will be adjusted in the second year tuition fee.

(iv)   Those students who have paid Rs 10,000/- for reservation of of seat, need to pay only the balance amount of Rs 2,49,810/-.

34.   **Eligibility Fee.**   In addition to the above, University of Pune charges Eligibility Fee for all students obtaining admission for the first time.   Eligibility Fee for those who have passed Plus 2 Examination or equivalent from Schools / Colleges located outside Maharashtra State is Rs 1,000/-. Eligibility Fees for those who are domicile of Maharashtra is Rs 500/-. This amount has to be paid in Cash at the time of Admission.

35.   **Refund on Cancellation of Admission**

(a)   Any student who have confirmed his / her seat after payment of   Rs 10,000/- online, and cancels his/her seat or does not report for admission, will not be returned Rs 10,000/-.

(b) **AICTE Refund Policy for Refund of Academic Fees.** In the event of a student/candidate withdrawing before the starting of the course, the entire fee collected from the student, after a deduction of the confirmation fee of Rs 10,000/- and processing fee of Rs 1,000/- will be refunded. If the student leaves after joining the course and if the vacated seat is consequently filled by another student by last date of admission, will refund the fee after a deduction of confirmation fee of Rs 10,000/- and processing fee of Rs1,000/- and proportionate deduction of monthly fee is applicable. In case the vacant seat is not filled, this Institute will refund the only the security deposit. Parents are requested to furnish the correct account details of their account for enabling fast refund.

(c)   **Refund of Hostel Fees.**

(i)   **Before Commencement of the Course.** Full fees will be refunded.

(ii)   **Refund of Fees after Commencement of the Course but Before Last Date of Admission, if Seat is filled by Another Candidate**. Refund of fees after commencement of the course but before last date of admission, if seat is filled by another candidate will be as under:-

(aa)	Hostel Fee	-	As per actuals (a single day of the month will be treated as a month).
(ab)	Messing & Laundry Charges	-	As per actuals (a single day of the month will be treated as a month).
(ac)	Other Charges	-	As per actuals (a single day of the month will be treated as a month).

(iii)   **Refund of Fees after Commencement of the Course if Seat Remains Unfilled**.   Refund of Fees after commencement of Course in case the vacated seat is not filled up by another Candidate will be as under: -

(aa)	Hostel Fee	-	One year Hostel charges to be retained.
(ab)	Messing & Laundry Charges	-	As per actuals (a single day of the month will be treated as a month).
(ac)	Other Charges	-	As per actuals (a single day of the month will be treated as a month).

(iv)   **Refund of fee in case of expulsion from Hostel on disciplinary ground.** In case a student is expelled from AIT hostel on disciplinary ground the student is entitled to refund of messing charges and laundry charges only.

Central Scheme to Provide Internet Security (CSIS) on Education Loan

36.   The Government of India has launched a scheme to provide full interest subsidy for Education Loans during the period of moratorium, ie course period (4 years) plus one year or six months after getting job, whichever is earlier, on Loans taken by students belonging to economically weaker sections, from scheduled banks. Presently the benefits of the scheme would be applicable to those students belonging to families with an annual gross potential/family income upper limit of   Rs 4.5 lacs per year (from all sources).

37.   To know more about this scheme, please refer to Government of India, Ministry of Human Resources Development (MHRD) website www.mhrd.gov.in/scholarship_ education_loan_4.

38.   Education loan facilities are also available from Bank of Baroda and SBI. Special offer/incentive being offered by SBI on education loan to students of AIT as under:-

   (a) **Max Loan Amount.** Upto Rs 20 Lakh without any collateral security.

   (b) **Interest Rate.** 9.85% pa at present (subject to change from time to time with change in the Marginal Cost of Lending Rates (MCLR) of the bank).

   (c) **Further Concessions.**

      (i)   0.25% if collateral security ≥ the loan amount.
      (ii) 0.25% if work experience of more than 2 years.
      (iii) Effective rate of interest, with both the concessions, not to be lower than 9.30% pa at present (subject to change from time to time with change in MCLR).

39.   Local Guardians. The Institute, being residential, would allow students to spend nights outside AIT Hostel/Campus with their Local Guardian residing in Pune. For this purpose the parent is required to submit a letter of authority in duplicate giving the name, address and telephone number of the local guardian as per format which will be given alongwith AIT Admission form. Students desirous of spending night out with Local Guardians are required to submit a written request along with specific authorization from their parents (through fax or through their registered email id, send to rector @aitpune.edu.in or jd@aitpune.edu.in at least 10 hours before).

Administrative Arrangement During Admission

40.   **Accommodation/Messing**. AIT cannot accommodate either the parents of candidates or the candidates during admission. Therefore, parents of candidates arriving for admission should make their **own arrangements for accommodation and messing** for self and ward on arrival in Pune till final admission to the Institute. Parents can seek accommodation in the nearby Army units/Organisations like BEG & Centre, CME and GREF Centre etc. (Only limited number of Guest Rooms are available in these units). AIT cannot arrange accommodation in these Institutions.

41.   **Travel Arrangements**. Pune and surrounding region experience heavy rains during this period of the year. Thus, the **surface communication is prone to disruption in the month of June**. Parents/candidates are advised to keep this aspect in mind while planning their travel to College (Pune) for admission.

42.   **Confirmation of Admission.** Please note that the **admission to AIT is provisional and is subject to fulfilling the eligibility** conditions and confirmation from the Savitribai Phule Pune University (SPPU). The decision of AIT Management and the University with respect to the eligibility criteria shall be final and binding.

43.   **Change of Address.** Parents are requested to **keep the Institute informed** of the change of their address and contact telephone/mobile phone numbers whenever affected during the course of their wards study in the college to facilitate passage of essential information. The onus of updating the Communication Address, email-id and Telephone Numbers remains with the parents.

44.   **Counselors.**   For every student there is a specific faculty member detailed as Counselor.   Parents are advised to remain in touch with the counselor for monitoring their ward's performance.

45.   **AIT Website.**   AIT Website can be accessed to avail/gain information of value like ward's marks, attendance, discipline etc.   Parents should regularly check the site (**http://www.aitpune.com**) for details.   Parents are requested to obtain **user id and password** from AIT, for access to the records of their wards under 'parents Login'.

46.   **Registration of email id and Mobile No.**   All students will provide details of email id and mobile Nos of their guardian at the time of admission.   Intimation regarding students progress attendance etc will be provided to the guardians on the same. Requests for night out, leave of absence etc will be sent from the registered email id only

47.   Queries regarding Joining Instructions / Admissions, if any, can be sent to Registrar, AIT at email-id **ait@aitpune.edu.in, admission@aitpune.edu.in** and **hodasge@aitpune.edu.in**.   The Registrar/Principal/Joint Director have their official email-id and same should be obtained after securing admission. Parents are requested to open an email-id for future correspondence and intimate the same on jd@aitpune.edu.in.

Sd/xxx
(KE Vijayan)
Colonel (Retired)
Joint Director
For Director

Note :- This is the Format of the **Affidavit for participation in Excursions/Picnis/Tours oraganised by AIT** to be given on stamp paper worth **Rs 100/-** duly notarized.

AFFIDAVIT FOR PARTICIPATION IN EXCURSIONS/PICNICS/TOURS ORGANISED BY AIT

1. I, _____ son/daughter of ____

_____ hereby solemnly affirm and declare as under:-

(a)   I shall not take part in any kind of excursions/tours/picnics organised by students without consent of the Management.

(b)   If I indulge in any such activities, it will be at my own risk.

(c)   I shall not hold the Institute responsible in case of accidents/any other untoward incident during prohibited excursion/picnic/tour.

(d)   Further I declare that I shall not claim any compensation from the Institute.

(e)   If I volunteer to join any excursion/picnic/tour organised by AIT, it will be at my own risk and I shall not hold AIT responsible for any untoward incident that may take place.

Place :   _____
                                                    Signature of Student

                                                    _____
Date :   (Name of Student)

                                                    _____
                                                    Signature of Father/Guardian

                                                    _____
                                                    (Name of Father/Guardian)

COLLEGE AND COURSE DETAILS REQUIRED FOR FILLING ANTIRAGGING AFFIDAVITS

(a)	State which the College is	-	Maharashtra
(b)	Is it a Professional College or a General College	-	Professional / Engineering
(c)	Name of College	-	Army Institute of Technology
(d)	Name of Affiliated University	-	Savitribai Phule Pune University / or University of Pune
(e)	Is it deemed university	-	No
(f)	Director/Principal Family Name	-	Mr Bhat/ Dr Patil
(g)	Director/Principal First Name	-	Abhay / Bhagwat
(h)	Director/Principal Gender	-	Male/Male
(j)	College Phone No 1	-	020 27157534
(j)	College Phone No 2	-	020 27157612
(k)	Nearest Police Station Name and Address	-	Dighi, Pune – 411 015
(l)	Under Graduate or Post Graduate	-	Under Graduate
(m)	Name of the Course	-	Bachelor of Engineering
(n)	Your Registration/Enrolment No	-	18 _ _ _ (18 suffixed by your AIT Merit Number Eg :18383)
(o)	How many students are in your class	-	60
(p)	Year of study	-	1

> **Note :- This is the Format** of the **Gap Affidavit** to be given on stamp paper worth **Rs 100/-** duly notarized stating that during the said period the candidate did not join any other course in any statutory University/Institute. In case, candidate had joined any College/University after HSC/10+2 Examination then the candidate should submit Migration Certificate of that particular College/University.

A F F I D A V I T

. I, _____ (Name of Candidate),S/o/D/o _____,
do hereby solemnly affirm and state on oath as under:-

    i)   That I, the deponent, have passed 10 + 2 / HSC Examination in the year _____.

    ii)   That after passing the aforesaid examination in that year I did not join any School / College / Institution from _____ (the date of passing above examination) till date.

    iii)   That the Session ____*____ to ____*___ is the gap year of the deponent.

2. I, _____ (Name of candidate) do hereby solemnly affirm that the contents of this affidavit from Paras 1(i) to 1(iii) above are true and correct to the best of my personal knowledge and belief. I do understand that if the above affirmation is proved to be false, my admission in this Institute would be cancelled for which I solely will be responsible.

* Mention the gap period/duration.

_____   _____
Signature of Parent   **Signature of**
Candidate

Dated : _____   AIT Merit No _____