



NORTHERN GROUP OF INSTITUTIONS

12th Mile Stone, Baldeobas, Alwar Bhiwadi Megha Highway, Alwar | Contact : 8875026100

(Managed by : Groupnet Education & Welfare Society, Alwar) Email : director@nietalwar.com | www.nietalwar.com

☐ NORTHERN INSTITUTE OF ENGINEERING
TECHNICAL CAMPUS, ALWAR

☐ NORTHERN INSTITUTE OF PHARMACY
& RESEARCH, ALWAR

PROVISIONAL ADMISSION FORM

Course

Session

Name

Father's Name

Mother's Name

Date of Birth Category Religion

Aadhar No. Gender

Affix Here
Self Attested recent
photograph of
the candidate

Permanent Address :

Correspondence Address :

.....

.....

.....

.....

.....

.....

.....PIN

.....PIN

Mob. No. (Student)

Mob. No. (Father)

Mob. No. (Mother)

Mob. No. (Emergency)

E-mail ID

Hostel Accommodation : Yes / No

Blood Group

Transportation Facility : Yes / No

Academic Qualifications :

Exam Passed	Subjects / Specialization	School / Board / College / University	Year of Passing	Max. Marks	Marks Obtained	% of Marks
10 th						
12 th						
Diploma						
Graduation						
Other Qualification (if any)						

DOCUMENTS TO BE SUBMITTED AT THE TIME OF ADMISSION

1. Rank Card	<input type="checkbox"/>	9. Character Certificate	<input type="checkbox"/>
2. Mark Sheet (10th)	<input type="checkbox"/>	10. Residence/ Domicile Certificate	<input type="checkbox"/>
3. Mark Sheet (12th)	<input type="checkbox"/>	11. Medical Certificate with Blood Group	<input type="checkbox"/>
4. All Mark Sheets (Graduation)	<input type="checkbox"/>	12. Certified Copy of Reservation / Cast Certificate	<input type="checkbox"/>
5. All Mark Sheets (Diploma)	<input type="checkbox"/>	13. Income Certificate	<input type="checkbox"/>
6. Provisional Certificate	<input type="checkbox"/>	14. 6 PP Size recent Photographs.	<input type="checkbox"/>
7. Migration Certificate	<input type="checkbox"/>	15. Certified Copy of Aadhar Card	<input type="checkbox"/>
8. Transfer Certificate	<input type="checkbox"/>	16. Gap Certificate	<input type="checkbox"/>

Note : The admission is subject to clearance of eligibility by the University/Board

Father's / Guardian's Occupation Annual Income

Name & Address of Organization

UNDERTAKING

I,, hereby undertake :

1. That I shall abide by all the rules, regulations and conditions imposed by the College / University, as amended from time to time and I will maintain College protocol.
2. That I will deposit the College Fees timely as per the FEE PAYMENT SCHEDULE and I understand that the whole responsibility to deposit the College Fees lies with me.
3. That I am aware that 80% attendance in Theory & Practical Classes is compulsory to appear in the Examinations. If my attendances are found below, the College has all rights to debar me from the Internal / External Examinations.
4. That I will come in the College in proper Uniform (not wearing Floaters/Sleepers/T-shirts) and College ID.
5. That I will not use Mobile Phone in the college campus especially during the class.
6. That I will never demand to get back the money which has been deposited in the college against the Registration Fees, College Fee & Other Fees / Charges etc. by me / my Guardian. I am well aware that such Fee / Charges is not refundable in any case.
7. That I hereby declare
 - a) That I have not been convicted of any criminal offence nor been released on bail in connection with a criminal case.
 - b) That No case of criminal offence or moral turpitude is pending against me in any court of law.
 - c) That I have not resorted to any act of indiscipline during the previous years.
 - d) That I will obey the instructions by attending class room sessions.
 - e) That I will be fully responsible for proper handling of Computers, Furniture, Printers, Laboratory Equipments, Chemical & Glass-wares etc. in the College.

Date:

Place:

Student's Signature

Endorsed by Parents/ Guardian

DECLARATION

1. I have carefully read and understood all the RULES, REGULATIONS and CODE OF CONDUCT contained in the College Prospectus.
2. I do solemnly affirm that the information furnished by me/ my parents/ guardian are true. I understand that, if any information furnished therein is found to be untrue in material particulars, I shall be liable to Criminal Prosecution as well as admission cancelled, if already admitted.
3. I promise to abide by all the Rules & Regulations of the College as well as those of the University/ Board/ AICTE/ State Govt. with regard to Fee Structure, Examination, Attendance and Practical Training in force at present as well as those that may be enforced/ modified from time to time.
4. Involvement in RAGGING in any form by me, will result in immediate Disciplinary as well as Legal Action and if I am found guilty, I may be summarily expelled from the college and Hostel.
5. I understand that the admission confirmation is subject to Enrollment by University/ Board.
6. In understand that incase of any dispute between me and the College, only the competent Courts of Alwar District shall have that sole jurisdiction.
7. I am aware that my Fee Structure of the Course has been decided as follows which is to be paid by me as per the **FEE PAYMENT SCHEDULE** as provided to me by the College:

S. No.	Particulars	I Year	II Year	III Year	IV Year	Remarks
1	Admission Fee (Not Refundable)				
2	Annual College Fee				
3	Library Charges				
4	Caution Money (Refundable)				
5	Transportation Charges				
6	Hostel Charges				
7					
8					
	TOTAL				
Counselling Fee, Enrollment Fee, Exams Fee etc. are excluding from the above mentioned Fee Structure.					

8. I, hereby declare that due care has been taken in filling up the admission form and all above information provided by me are true to the best of my knowledge and belief.

Date

Place

.....
Student's Signature

.....
Signature of Parents/Guardian

FOR OFFICE USE

Admission recommended

Admission granted/ rejected

Admission approved/ not approved

.....
Signature of Admission Incharge

.....
Signature of Director/ Principal

.....
Signature of Secretary

AFFIDAVIT
(BY THE STUDENT & PARENT / GUARDIAN)

I, S/o - D/o

- 1) having been admitted to, Alwar have received a copy of the "Rules & Regulations and Code of Conduct" and have read carefully read and fully understood the provisions contained in the said Regulations.
- 2) I am, in particular, aware as to what constitutes RAGGING.
- 3) I am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote RAGGING.
- 4) I hereby solemnly aver and undertake that
 - (i) I will not indulge in any behavior or act that may be constituted as ragging.
 - (ii) I will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging.
- 5) I hereby declare that I have not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, RAGGING; and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is liable to be cancelled.
- 6) I also understand that the following will be deemed to be the acts of indiscipline:
 - (i) Non-compliance of Institute and Hostel Rules, Orders and Notices.
 - (ii) Non-compliance of order and instructions of the College Management and Faculty members.
 - (iii) Involvement in RAGGING in any form by me, will result in immediate Disciplinary as well as Legal Action and if I am found guilty, I may be summarily expelled from the college and Hostel.
 - (iv) Absence from Classes and Hostel for more than 7 days without prior written permission.
 - (v) Irregularity in Attendance, in payment of College and Hostel dues and in any other related matters.
 - (vi) Misuse of College and Hostel property.
 - (vii) Provoking students to take part in Strikes, Morchas, or Formation of Union/Association, the objective of which is directly or indirectly political or communal.
 - (viii) Arranging Meetings or inviting outsiders to address any Meetings in the College / Hostel premises, without prior permission of the College Management.
 - (ix) Smoking, Use of Drugs/Alcohol in the College / Hostel premises.
 - (x) Involvement in any Offence / Crime punishable under College Rules or a Court of Law.

.....
Name & Signature of (Parent/ Guardian)

.....
Name & Signature of Deponent (Student)

VERIFICATION

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Declared this on (Date) at (Place)

.....
Name & Signature of (Parent/ Guardian)

.....
Name & signature of Deponent (Student)

FEES PAYMENT AGREEMENT

College Copy

I, agree to pay the College Fees of my ward as per the Fees Payment Schedule given below of which I have obtained a copy for my future reference. I have understood that in case I fail to pay College Fees as per the given schedule, penalty @ Rs.50/- per day will be imposed on me by the College and in case I fail to pay any of the following installments by more than 30 days the College may take any action against me and / or my ward including cancellation of admission.

FEES PAYMENT SCHEDULE

INSTALLMENT	AMOUNT (Rs.)	LAST DATE	SIGNATURE		REMARKS
			STUDENT	GUARDIAN	
First Yr.	I	31.07.2019		
	II	15.12.2019		
Second Yr.	III	15.06.2020		
	IV	15.12.2020		
Third Yr.	V	15.06.2021		
	VI	15.12.2021		
Fourth Yr.	VII	15.06.2022		
	VIII	15.12.2022		

CODE OF CONDUCT

- The student is required to behave according to norms at all times. The College has the right to take corrective and disciplinary action if the student misbehaves with any fellow student, staff and even outsider or if any act is in contravention of the College norms.
- The student is prohibited to pass judgments either in public or during private conversation without ascertaining facts from authentic sources. He will have to be courteous and polite towards Faculty, Staff and Colleagues at all times.
- Smoking, Drinking and Drugs are not allowed in the College Campus. Violation of these rules will be dealt strictly and may even lead to expulsion from College.
- The rules and regulations and code of conduct are meant to make the association with the Institute more effective and with a sense of purpose and commitment.
- A prescribed dress code which has been enforced on all working days is to be followed. The students should dress up decently and in a dignified manner befitting a future professional on the rest of the days.
- All co-curricular activities including conferences, seminar, etc. are compulsory to attend which are aimed at learning by doing and experiencing.
- Any decision taken by the College is in the interest of the students and every student shall abide by all the decisions of the Director/ Principal and Faculty, although he/ she may disagree personally or dislike certain aspects. However, the student can exercise the right to get clarification and being heard or to be consoled.
- Use of Mobile is strictly prohibited when the student is in Class/ Laboratory/ Examination Hall/ Library. Improper use of Mobile such as SMS/ MMS/ Video graphy/ Photography and playing games etc. in the college campus is strictly prohibited. Violation may lead to a fine of Rs.1,000/- or confiscation of Mobile phone or both.
- Any student found spreading rumors or negative talks against College or College authorities inside or outside the College campus will be expelled from the College immediately and legal action will be taken against him/ her.
- The student is required to understand that he/ she is to learn and develop him/ herself into a professional with a sense of responsibility towards society. He/ She will fully subscribe to the concern, purpose and the processes at the College which are in place and general to the requirements and benefits of students.

Note: Indiscipline or misbehaviour of the student with Management / Staff will be dealt with strict action and management reserves the right to take stern action including debarring.

Date

Signature of Student

Signature of Parent/ Guardian

Signature of Director/ Principal

RULES & REGULATIONS

1. ATTENDANCE RULES

Students is required to attend minimum 80% of the scheduled Lectures / Tutorials / Practicals to be eligible to appear in examination of a subject. If a candidate fails to meet the requirement, he/she will be detained and debarred from appearing in the University examination of that subject.

2. INTERNAL SESSIONAL MARKS

Internal / sessional marks are awarded on the basis of continuous evaluation of the students through Class Tests, Quizzes, Seminars, Home Assignments and Class Work. Two Mid Semesters Test (MSTs) are conducted during the semester.

3. COLLEGE UNIFORM

- Students is required to follow the Uniform code on all working days (Except Wednesday & Saturday) while attending the college.
- Student is expected to be dressed up decently and smartly. Any type of T-Shirts, Jeans Paint, Slipper/ Sandals/ Floaters are not allowed.

4. IDENTITY CARD

Students should be in possession of Identity Card while moving in the Campus. Defaulters will be fined Rs. 50/- A new Identity Card will be issued in case of Lost/damaged card with a fine of Rs. 250/- A copy of F.I.R. is required in case of Loss.

5. RAGGING

Ragging of any student is strictly prohibited. Indulgence in ragging will lead to strict disciplinary action up to the extent of expulsion from the Institution.

6. REFUND OF FEES

No fee in full or in part thereof except security deposit will be refunded, if any Student leaves the Institute before the completion of the Course. All the cases of the refund will be dealt as per the norm of University / AICTE / College.

7. LEAVE APPLICATION

Student is required to apply for leave to the HOD and get it sanctioned on application before availing. Absence from classes without any valid reason will be taken as an act of indiscipline.

8. COLLEGE NOTICE BOARD

Student must read the notices regularly. Any notice displayed on the College Notice Board will amount to serving of the notice to the student concerned. Not having read the Notice cannot be taken as an excuse.

9. Student must observe silence in the Library, Computer Labs, Corridors and Offices.

10. If as a result of demonstration/ strike/ mischief, any property/ equipment in the campus is damaged and loss is caused to the Institute, the same would be recovered either directly from those identified student(s) wherever possible, or else collectively from the group of students who would be found responsible for this.

11. It is the responsibility of the student/ parents to inform the change of Address/ Email/ Phone/ Mobile number in the student section through Head of Department.

12. Student is advised to opt for college transport facility for their safety and to be punctual in classes. However, Institute will not be held responsible for any kind of mishap if the students are traveling by Private Transport / other modes of transportation.

13. Hostel/ Transport facility is for complete one academic year and it cannot be discontinued in between the academic session.

14. Student availing the hostel facility must read and observe all the hostel rules and regulations carefully.

15. Day scholars are not allowed to enter the hostel premises on any pretext, if found, Disciplinary action will be taken against the defaulter.

16. Student cannot call or meet any friend or relative inside the campus without written permission/ approval of college authorities.

17. During classes time Students found roaming in corridors , lawns will be fined.

18. During academic / classroom timing students are not allowed to sit in cafeteria/canteen and if found sitting will be fined.

19. Students after entering in college campus will not be allowed to leave the campus during class timings. In emergency he or she will be allowed through written permission and gate pass from college authorities.

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