

National Institute of Food Technology Entrepreneurship and Management

An Autonomous Institution under Ministry of Food Processing Industries (MoFPI), Government of India

Deemed-to-be University (De-novo Category) u/s 3 of UGC Act, 1956

Plot No. 97, Sector 56, HSIIDC Industrial Estate, Kundli (131028), Sonapat, Haryana, India

ONLINE SPOT COUNSELLING GUIDELINES

B. TECH (FOOD TECHNOLOGY AND MANAGEMENT) ADMISSION-2020

- The balance seats leftover under each category after JOSAA/CSAB-2020 admission will be filled through NIFTEM online spot counselling.
- The candidates are advised to carefully read following guidelines.
- **Interested candidates are required to fill online application form for B.Tech -2020 admission through google form link :**
<https://forms.gle/8eeXAsEsrT1eaoVA7>
- **The last date to fill online application form is 07th December 2020, 5.00 PM.**
- Admission will be offered to candidates based on merit list prepared on the basis of JEE (Main)-2020 CRL rank along with reservation rules as per central government guidelines.
- The merit list will be displayed on NIFTEM website as per schedule of online spot counselling.
- Applicants are advised to keep ready all the reporting documents and first semester admission fee (as per admission brochure).
- After getting provisional admission offer, candidate has to pay the admission fee through online SBI I-collect and the payment receipt has to be uploaded along with online reporting in a separate google form for online reporting which will be shared with such candidates who will be offered provisional admission offer as per merit-list displayed on NIFTEM website.
- **Application Submission Charge:** There are no application fee initially but the candidates who will be shortlisted and offered seat will have to pay Rs. 1000/- application fee at the time of submitting semester fee payment for confirmation of seat.
- **Candidates are advised to visit admission webpage (Admissions-2020) on NIFTEM website regularly for updates regarding B.Tech admission-2020.**

**GENERAL RULES AND INSTRUCTIONS FOR ONLINE
SPOTCOUNSELLINGFOR B. TECH. (FTM) -2020**

National Institute of Food Technology Entrepreneurship and Management (NIFTEM) offers unique Under Graduate programme of B. Tech. degree in Food Technology and Management (FTM). Specific guidelines for admission to this programme for the academic session 2020-21 are provided as under:

➤ **ELIGIBILITY**

• **Educational Qualification:**

1. Candidates who have passed their Class 12th Exam or any other qualifying examination in 2020 or 2019 are eligible.
2. JEE (Main) – 2020 appeared candidates who passed 10+2 examination aggregate at least 60% marks for GENERALCATEGORY, where as 50% marks in case of OBC-NCL/SC/ST/PWD CATEGORIES are eligible to apply.

Percentage of marks in each subject in qualifying examination shall be worked out as suggested by the certificate awarding Board/University/Council. If the Board/University/Council awards grades without providing equivalent percentage of marks on the grade sheet, the candidate, should obtain a certificate from the respective Board/University/Council specifying equivalent percentage conversion formula, and submit the same at the time of filling up of online form. In the absence of such a certificate, the decision of the Admission Cell regarding his/her eligibility shall be final.

The date of birth as recorded in the high school/first Board/Pre-University certificate will be accepted. If the certificate does not mention the date of birth, a candidate must submit along with the application, an authenticated document by a competent authority indicating the date of birth.

➤ **SELECTION PROCESS AND PREPARATION OF MERIT LIST**

The merit list will be prepared purely based on All India Rank (CRL rank) of JEE (Main)-2020 of the eligible applicants along with reservation guidelines of central government. Online Spot counselling procedure and rules for admission will be followed. Kindly refer to NIFTEM website regularly for any updates.

➤ **NUMBER OF SEATS (FOR INDIAN NATIONALS ONLY)**

The left over seat matrix (Indian Nationals) for B. Tech (Food Technology and Management) 2020-21 admission available for online spot counselling after JoSAA/CSAB-2020 will be displayed on website.

➤ **SCHEDULE FOR ONLINE SPOT ADMISSION (TENTATIVE):**

Sr. No.	Date	Tentative Schedule
1.	7 th December 2020 (Monday); 5 PM	<p>Last date of submission of online application form for online spot counselling through goggle form link: https://forms.gle/8eeXAsEsrT1eaoVA7</p> <p>Scanned copy of list of documents required at time of filling of application form in single .pdf file format as:</p> <ul style="list-style-type: none"> • Photograph of Candidate • JEE (Main)-2020 CRL Rank Score Card • Category Certificate-EWS/OBC-NCL/SC/ST/PWD (if any) • In case, 12th marks are in CGPA, then submit conversion formula as provided by board to convert CGPA to Percentage.
1.	8 th December 2020 (Tuesday)	<p>Display of 1st Merit List on website and offer of admission to shortlisted candidates</p>
2.	9 th (Wednesday) December 2020 To 10 th (Thursday) December 2020	<p>Step 1:</p> <ul style="list-style-type: none"> • Fees submission of 1st semester to NIFTEM through SBI I-collect as per admission brochure. <p>Step 2:</p> <ul style="list-style-type: none"> ➤ Online reporting by filling-up of Google Form and upload of fee receipt in Google Form provided through NIFTEM website <p>STEP-3</p> <ul style="list-style-type: none"> ➤ E-mail scanned copy of requisite documents in single .pdf format to email: 2020admissioncell@gmail.com
3.	11 th December 2020 (Friday)	<ol style="list-style-type: none"> 1. Display of 1st list of admitted candidates based on verification of fee payment and other details. 2. Display of 2nd Merit List on website and offer of admission to shortlisted candidates (if required)
4.	11 th December 2020 (Friday) To 14 th December 2020 (Monday)	<p>Step 1:</p> <ul style="list-style-type: none"> • Fees submission of 1st semester to NIFTEM through SBI I-collect as per admission brochure. <p>Step 2:</p> <ul style="list-style-type: none"> ➤ Online reporting by filling-up of Google Form and upload of fee receipt in Google Form provided through NIFTEM website <p>STEP-3</p> <p>E-mail scanned copy of requisite documents in single .pdf format to email: 2020admissioncell@gmail.com</p>
5.	15 th December 2020 (Tuesday)	<p>Display of 2nd list of admitted candidates based on verification of fee payment and other details.</p>

➤ **MERIT LIST AND COUNSELLING**

- a) All admissions will be made through online counselling session(s), as per schedule notified on NIFTEM website only.
- b) Admission to B Tech programme is strictly on the basis of JEE (Main) All India Overall Rank (CLR Rank)-2020. Based on this merit lists of shortlist candidates for different categories will be notified on NIFTEM website. Only those candidates who got provisional admission allotment need to pay the online admission fee. The seat allotment will be confirmed only after satisfactory verification of all necessary original certificates /documents, fee payment, etc as per list of required documents. The classes will start online immediately after confirmation of admission.
- c) All reservation would be given as per Government of India norms, provided the candidates should clearly mention their category in their application forms, otherwise they have to forego the reservation category seat. In each category, the seats under 'PC category' will be filled at the start of counselling through horizontal reservation in the respective category. Details are provided in the admission brochure.

➤ **SEAT ALLOTMENT PROCEDURE**

- The seat allotment under Open Category in the process of counselling should be purely based on merit score immaterial of caste, gender, region etc. One candidate should be allotted seat under one category only (UR/OBC/SC/ST/PWD) as per merit.
- Candidate who couldn't attend online counseling or failed to pay admission fee has to forego their admission. In the order of merit, each candidate will be given a chance to participate in only one counselling. Subjected to availability of seats and further counselling sessions.
- **ATTENTION** - *Candidates failing in production of Category/ Physically Challenged certificate during the counselling will be considered as GENERAL and will automatically lose his/her claim of due reservation. The reservation certificate should be in the name of the candidate seeking admission. The reservation certificate in the name of either of parents (Father/Mother/Husband) is not acceptable. The name and other particulars in the reservation certificate should be identical to that in Application form as well as in the 10th & 12th class certificates. Any variation in the name or other particulars in reserved category certificate may lead to refusal for admission by Admission Cell in the reserved category. In the absence of reserved category certificate, the candidate will not be entitled for any provisional admission in reserved category on the basis of any undertaking.*

➤ **CONVERSION OF CATEGORY**

The conversion of unfilled category seats (after exhausting the full list of that particular category) may take place as per the central government rules/notifications. However, while converting the seats during final counselling, any unfilled seat(s) reserved for ST Category will be offered to SC Category and vice versa.

➤ **ADMISSION FEE AND MODE OF PAYMENT**

The semester fee and application fees payment details are as follows:

Category	Semester Fee payable	Application Fees for online on spot counselling	Total amount be submitted to NIFTEM through SBI I-Collect
GEN/OBC-NCL/EWS	Rs.99,100/-	Rs.1000/-	Rs.1,00,100/- (One lakh one hundred only)
SC/ST/DIVYANG	Rs.58950/-	Rs.500/-	Rs.59,450/- (Fifty nine thousand four hundred fifty only)

- Application Submission Charge: There are no application fee initially but the candidates selected and joining course will have to pay Rs.1000/ application fee at the time of reporting.
- Tuition Fee waiver is available for economically weaker section as per NIFTEM rules. Candidates can apply for fee waiver after completion of admission process for session 2020-21.
- **The above fee does not include hostel room rent and other related charges. Candidates will have to pay these charges before physical reporting in institute.**
- Candidate will have to pay Mess fee as per prevailing mess charges at time of arrival in campus.
- **Complete Fee should be paid online through link provided below.**
- Partial fee payment is not acceptable. Seat will not be confirmed if partial fee is paid.
- For further fee related details, please refer the admission brochure 2020-2021. The candidates must keep online transaction documents/ acknowledgement fee receipt for uploading on google form for online reporting as indicated in tentative schedule. For any payment related technical problems contact the admission cell. Candidates who fail to pay fee within stipulated time of counselling schedule shall have to forfeit his/her claim for seat.
- Kindly note that, institute would try to provide all the schedules through e-mail to the possible extent, but not bear any responsibility regarding the delivery or failure of the mail/sms/ other communications at any stage of admission. Hence, candidates are advised to regularly visit NIFTEM website for any update of information.

➤ MODE OF PAYMENT

- The candidates are required to submit the remaining amount to be deposited by students through online mode using SBI I-Collect as per guidelines mentioned below:

Step-1:

Visit SBI I-Collect Link and proceed on:

<https://www.onlinesbi.com/sbicollect/icollecthome.htm>

onlinesbi.com/sbicollect/icollecthome.htm

SBI State Bank Collect

Products & Services Know More हिंदी

STATE BANK COLLECT
A MULTI-MODAL PAYMENT PORTAL

DISCLAIMER CLAUSE

Terms Used

- > Corporate Customer: Firm/Company/Institution (F/C/I) collecting payment from their beneficiaries.
- > User: The beneficiary making a payment to F/C/I for the services/goods availed.
- > Bank shall not be responsible, in any way, for the quality or merchantability of any product/merchandise or any of the services related thereto, whatsoever, offered to the User by the Corporate Customer. Any disputes regarding the same or delivery of the Service or otherwise will be settled between Corporate Customer and the User and Bank shall not be a party to any such dispute. Any request for refund by the User on any grounds whatsoever should be taken up directly with the Corporate Customer and the Bank will not be concerned with such a request.
- > Bank takes no responsibility in respect of the services provided and User shall not be entitled to make any claim against the Bank for deficiency in the services provided by the Corporate Customer.
- > The User shall not publish, display, upload or transmit any information prohibited under Rule 3(2) of the Information Technology (Intermediaries guidelines) Rules, 2011.
- > In case of non-compliance of the terms and conditions of usage by the User, the Bank has the right to immediately terminate the access or usage rights of the User to the computer resource of the Bank and remove the non-compliant information.

I have read and accepted the terms and conditions stated above.
(Click Check Box to proceed for payment.)

Proceed

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Step-2:

Select: State of Corporate/Institution- Haryana

Select: Type of Corporate/Institution- Educational Institutions

onlinesbi.com

SBI State Bank Collect

State Bank Collect State Bank Mops

State Bank Collect / State Bank Collect Exit

State Bank Collect 02-Nov-2020 [02:35 PM IST]

Select State and Type of Corporate / Institution

State of Corporate / Institution * Haryana

Type of Corporate / Institution * Educational Institutions

Go

Mandatory fields are marked with an asterisk (*)
State Bank Collect is a unique service for paying online to educational institutions, temples, charities and/or any other corporates/institutions who maintain their accounts with the Bank.

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Step-3:

Select: Educational Institutions Name- NIFTEM

The screenshot shows the SBI State Bank Collect website interface. The browser address bar displays "onlinesbi.com/sbicollect/payment/listinstitution.htm". The page header includes the SBI logo and "State Bank Collect". A navigation bar shows "State Bank Collect" and "State Bank Mops". The breadcrumb trail is "State Bank Collect / State Bank Collect". The page title is "State Bank Collect" and the timestamp is "02-Nov-2020 [02:37 PM IST]". The main heading is "Select from Educational Institutions". Below this, there is a form field labeled "Educational Institutions Name *" with a dropdown menu currently showing "NIFTEM". There are "Submit" and "Back" buttons. A red message box states "Mandatory fields are marked with an asterisk (*)". The footer includes "© State Bank of India" and links for "Privacy Statement", "Disclosure", and "Terms of Use".

Step-4:

Select Payment Category: Admission Fees

The screenshot shows the SBI State Bank Collect website interface for the NIFTEM institution. The header and navigation are consistent with the previous step. The main heading is "Provide details of payment". Below this, there is a form field labeled "Select Payment Category *" with a dropdown menu. The dropdown menu is open, showing options: "-- Select Category --", "Admission Fee" (highlighted with a red box), "Convocation", "SEMINAR /WORKSHOP/CONFERENCE", and "University Fee". A red message box contains instructions: "Mandatory fields are marked with an asterisk (*)", "The payment structure document if available will be attached in the payment process.", and "Date specified(if any) should be in the format of DD/MM/YYYY". The footer includes "© State Bank of India" and links for "Privacy Statement", "Disclosure", and "Terms of Use".

Step-5:

Fill Registration No.: JEE (Main)-2020 Roll Number along with other details.

onlinesbi.com

SBI State Bank Collect

State Bank Collect / State Bank Collect

State Bank Collect 02-Nov-2020 [02:42 PM IST]

NIFTEM
PLOT NO 97,SECTOR-56 HSIIDC INDUSTRIAL ESTATE , KUNDLI-131028

Provide details of payment

Select Payment Category * Admission Fee

Registration No. *

Applicant Name *

Father Name *

Course * --Select Course--

Remark

Amount *

Step-6:

Complete online payment and download the payment receipt which is required to be uploaded in Online Reporting Google Form available at NIFTEM website. Retain Unique Transaction Number generated after successful payment along with for future reference.

➤ ONLINE REPORTING AND VERIFICATION OF DOCUMENTS

- All Candidates after taking their provisional admission by submitting total fee to NIFTEM through SBI I-collect has to report online through google form available on NIFTEM website as per the schedule without fail.

➤ LIST OF DOCUMENTS REQUIRED FOR ONLINE REPORTING

- Candidates are required to E-mail a single pdf file of the following original documents along with one set of self-attested photocopies in sequence for verification by sending e-mail attachment to 2020admissioncell@gmail.com
 - The sequence of list of required at time of online reporting is as follows:
 1. JEE Admit and Score Card
 2. Aadhar Card
 3. SSC/10th Class Certificate
 4. Intermediate /10+2 Pass Certificate/Marks Sheets

5. Transfer Certificate/Leaving Certificate
6. Conduct Certificate
7. Migration Certificate
8. Passport (5 Nos.) Size Photographs
9. Original Medical fitness certificate (download from NIFTEM website)
10. Category Certificate (EWS/OBC-NCL*/SC/ST/PWD), the candidate takes the seat under OBC category should submit latest/ recently issued OBC (NCL) Certificate. Only latest/recently issued certificate on or after 01/04/2020 will be accepted.
11. Due to the Covid-19 pandemic, If any student unable to get the EWS/OBC-NCL certificate issued by the Competent Authority then he/she can submit an affidavit which is available on the NIFTEM admission site.
12. Anti-ragging Affidavit (download from NIFTEM website) is to be submitted on a Non-Judicial stamp paper of Rs. 10/- and duly notarized or proof/ receipt of online filling-up of anti-ragging form by visiting www.antiragging.in

➤ **WITHDRAWAL OF ADMISSION AFTER COUNSELLING AND REFUND OF ADMISSION FEE**

Candidates willing to withdraw admission may request for admission cancellation and refund of fees through an application (refer Annexure I). **The refund amount from the fee paid may change with day(s) of withdrawing their seat after provisional admission. Refund shall be made as per the NIFTEM rule.** The scanned application is accepted through e-mail from the registered mail id to admission cell.

While applying for withdrawal of admission the candidates will be required to surrender the original Admission Letter, Fees Receipt etc. issued to him/her at the time of Counselling/Admission. Further details please contact admission cell.

APPLICATION FOR CANCELLATION OF ADMISSION

Date: _____

To
The Vice Chancellor,
National Institute of Food Technology Entrepreneurship and Management
Kundli, Sonapat (Haryana)

Sir,

I secured admission to the B. Tech. (FTM) programme of your institute on dated _____ . Now I request you to kindly cancel my admission due to following reason(s)-

Name of the Applicant: Ms./Mr.
(IN BLOCK LETTERS)
(Surname) (Name)

Residential Address (As registered in the Admission Form):

House No.	
Mohalla/Street	
City/Town/Village	
District, State, PIN	
E-mail	
Mobile No.	

Fee paid: Rs. _____ (in words) _____

I herewith enclose

1. Original and one xerox copy of the Fee Receipt (No. _____ Dated _____)
2. Identity Card (Original)

Kindly allow the refund of the fees paid, as per the rules.

Thanking you,

Yours truly,

Signature of the candidate

Counter signature of the guardian

For Office use only:

Amount Paid	Rs.
Amount Deducted	Rs.
Amount Refunded	Rs.
Cheque No., Date, Bank	

Acknowledgement Slip

Receipt of admission cancellation request from Mr/Ms _____
of _____ (program of study) is acknowledged.

Signature of Concerned office staff