



SMIT SIKKIM
MANIPAL
UNIVERSITY
SIKKIM MANIPAL INSTITUTE OF TECHNOLOGY



REPORTING INSTRUCTION

FOR B.TECH FIRST YEAR

SIKKIM MANIPAL INSTITUTE OF TECHNOLOGY (SMIT)

Important Information For B.Tech (1st Year) Students

ACADEMIC SESSION: 2023-2024

Important Dates:

Reporting Batch	Reporting Time and Date
CSE/EE/ME	10 AM Onwards on 7 th July 2023
CSE (Data Science) / E&C / VLSI Design/ Civil	10 AM Onwards on 8 th July 2023
CSE (AI&ML) / CSE (IoT Cyber security & Block Chain) / IT	10 AM Onwards on 9 th July 2023

Important Information:

- ❖ The sequence of the reporting formalities is as follows:
 - Documents Verification & Submission
 - Fees Payment.
 - Personal data updates at E-campus
 - Medical check-up
 - Hostel Room Allotment / Hostel Kit Collection
- ❖ All the students are required to get their medical done by a registered medical practitioner and hand over the same while reporting (Medical Check-up) at SMIT. The medical certificate is mandatory. The format is enclosed as (**Annexure-I**) on page no-5.
- ❖ Students must fill Anti-ragging affidavit before reporting and bring a copy of the affidavit. Use the link: http://www.antiragging.in/affidavit_affiliated_form.php
- ❖ The teacher Guardian will also be present on the campus to assist students with the above activities.
- ❖ Hostel allotment, Teacher Guardians allotment, and floor warden details will be shared in due course of time.
- ❖ Students are advised to be in touch with their TGs for any type of query throughout the study.

Fees Payment:

- ❖ The fee is to be paid as per the details provided in the table below after deducting the amount which was already paid during the provisional admission.
- ❖ The Mode of payment shall be NEFT/RTGS or Demand draft in Favour of Sikkim Manipal University, Payable at Gangtok. Bank details for RTGS & NEFT are provided here below.
- ❖ Please be noted that a copy of the transaction for RTGS/NEFT/UPI must be provided to the finance official for identification of funds so received and recording against the students.

A/c Name: Sikkim Manipal Institute of Technology
Union Bank of India, Mazitar
CA no. 5 3 1 7 0 1 0 1 1 0 2 8 0 0 6
IFSC code: U B I N 0 5 5 8 8 3 4
Bank code – 026
MICR Code:-000026000

Course	Fees Breakup Details				Hosteller (Including Caution, Hostel & Mess Deposit)		
	Caution Deposit	Course Fee	Hostel Rent	Mess Deposit	Lumpsum	1st Installment	2nd Installment
CSE, CSE(AI&ML) , IT and CSE (Data Science) & CSE(IoT & Cyber Security incl. Blockchain Technology)	5,000	3,20,000	47,000	82,000	4,54,000	2,59,000	2,07,000
ECE & Electronics Engineering– VLSI Design & Technology	5,000	2,70,000	47,000	82,000	4,04,000	2,33,000	1,81,000
EE, Electrical Vehicle Technology & ME	5,000	2,60,000	47,000	82,000	3,94,000	2,28,000	1,76,000
CIVIL Engineering	5,000	2,68,000	47,000	82,000	4,02,000	2,32,000	1,80,000

Note: The scholarship of eligible students will be processed after the physical verification of original documents.

Accommodation and Transport Facility for Parents:

- a) Locate it using Google map (<https://goo.gl/maps/TMCrQNw8v8L2>)
- b) There are plenty of hotels around Majitar (1 KM), Rangpo (4 KM), Singtam (7 KM), Ranipool (26 KM), and Gangtok (32 KM) where parents are requested to make their arrangements. Online booking of hotels may also be explored.
- c) Limited hostel rooms on payment are available for parents and can be booked for a one-night transit stay. All hostel rooms are double-bedded. Accommodation for an additional night will not be entertained. Since these accommodations will be required for parents, who will be visiting us the next day for reporting of their wards, it will be expected from you to vacate the rooms after a stay of one night. Your cooperation in this regard will be highly appreciated.
- d) The reception desk is organized at **Hostel No: 3** (Adequate signage from the main gate is in place to guide parents & students).
- e) A flow chart of a process for student reporting will be shared with the students at the reception desk on arrival.
- f) In allotted hostel rooms, the following items will be available:
 - i) Bed sheet (mattress will be available in the allotted room).
 - ii) Pillow with cover
 - iii) Bucket and Mug
- g) Shared taxis and buses are available from New Jalpaiguri Railway Station/ Bagdogra Airport and Sikkim Nationalised Transport Office, Hill Cart Road Siliguri.
- h) However, for reserved taxis, parents can contact the following rental car service provider:

Name	URL	Contact No
WizzRide	https://www.wizzride.com/	7478493874
Mr. Raju	Rental car service providers	9593884095
Mr. Tarun		8250662624
Mr. Bapi		8101802202
Mr. Dinesh		9679397394
Mr. Tokendra		9832311503 / 9474980288

- i) For the Convenience of Parents and Students, SMIT Help Desk will be available at New Jalpaiguri Railway Station, Bagdogra Airport, and Sikkim Nationalised Transport, Hill Cart Road Siliguri. More details regarding the help desk will be provided in due course of time through email as well as through the website.
- j) Bus facilities from Siliguri to SMIT campus will also be provided to Parents and Students travelling from different States. Since bus service facility is limited, hence parents and students from nearby locations are requested to arrange their own transport facility. More details regarding the help desk will be provided in due course of time through email as well as through the website.
- k) For regular information or updates related to reporting at campus, students are advised to call their respective admission counselors.

**Chairman Admission
Sikkim Manipal Institute of Technology
Majitar, East Sikkim 737136**

MEDICAL FITNESS CERTIFICATE

Name/Age/Gender:

Date of Birth: Address:

Identification mark:

Pulse: Blood Pressure:

Weight: Height:

Vision : L R.....

Hearing:

Respiratory System:

Cardiovascular System:

Gastrointestinal System:

Oral cavity and oropharynx:

Mental status:

Past Medical History:

I have personally examined on.....

He/She is clinically fit/unfit at the time of examination and not contagious.

Signature of Doctor

Signature of Student