JAYPEE INSTITUTE OF INFORMATION TECHNOLOGY, NOIDA
(Declared Deemed to be University u/s 3 of the UGC Act, 1956)

18 Dec 2015

Dear Parent/Guardian/Student,

1. The information in succeeding paragraphs shall help you plan your events for next semester better.

2. **New Rules Governing Academics,** Must be read by all. The details are uploaded on website www.jiit.ac.in. (link - http://www.jiit.ac.in/latest-changes-in-rules-and-procedures).

3. **Attendance Requirements:** Must familiarize. Especially absence due to medical and any other special reasons.

4. **Declaration of Results:** The provisional results shall be declared on 30 Dec, 2015. They shall be available on web kiosk of students.

5. **Supplementary Examination(Regular Semester)**

    (a)   Exam schedule   -   18 January 2016 – 21 January 2016
    (b)   Registration schedule for supplementary exam **31 Dec 2015 – 09 Jan 2016.**
    (c)   The registration form can be taken from the Registrar's office or downloaded from the website after declaration of results.
    (c)   The Supplementary Examination fee is **Rs. 1000/- per subject**.
    (d)   The date sheet shall be announced and uploaded on the website by 1**6 January, 2016**.

6. **Registration and Payment of Dues:**

    The Institute shall commence its next semester from **January 14, 2016**. Program of Registration is as follows:-

UG 2nd Yr (Incl. DD), UG 3rd Yr (Incl. DD) & M. Tech 1st Yr	**14 January 2016**
UG 4th yr (Incl. DD), 5th yr DD & M. Tech 2nd Year	**15 January 2016**
UG 1st yr	**16 January 2016**
Ph.D Scholars (Existing) after the semester seminars	**20 – 23 January 2016**

   The classes shall commence from the next day of Registration. Late registration is not allowed for any reason and shall entail a fine of Rs/- 500 up to maximum a week after which student shall be de-registered.

   Registration can be done in person only. No request for proxy registration or payment of fee by parents/guardians for any reasons shall be accepted.

7. **Timings for Registration on respective dates (All years and programs) – 09:30 am onwards till 05:00 pm (lunch break 1.30 – 2.00).** Dual Degree program students shall register with respective branches. M. Tech students may register any time of the nominated day. Ph.D registration schedule shall be issued separately through email.

8. **Tuition Fee/Dues:**

    (a)   All students have to pay their **fees as applicable to their type of entry**. Registration shall be withheld in case of default.
    (b)   The fee shall be accepted by draft/pay orders in favour of **"Jaypee Institute of Information Technology"** payable at Noida/Delhi. Hostlers may prepare a single draft/pay order i.e. hostel charges and tuition fee together.
    (c)   Fee can also be paid through any of the following means (i) Net banking/credit/debit card, (ii) Through Axis bank. Please visit web link http://www.jiit.ac.in/uploads/FeePaymentInstns.doc. NRI students should also view the same link.

    The fee structure for Academic Session 2015-16 students is as follows:

		B.Tech / DD (Regular)	M.Tech	Ph. D
Tuition/ Institutional Fee	Batch 2012	TF Rs. 40000/-	NA	Rs. 10000/-
	Batch 2013	TF Rs. 40000/-		
	Batch 2014	TF Rs. 55000/-	Rs. 40000/-	
	Batch 2015	TF Rs. 65000/-	Rs. 60000/-	**Rs. 25000/-**
Hostel Fee	All Batches	Rs. 50000/-	Rs. 50000/-	Rs. 50000/-

Notes :

(i)   The Dual Degree students in 5th year (if entered PG program) shall be required to pay the same amount of fee as their B.Tech program

(ii) Those who have some dues outstanding have been notified by the accounts and must clear their dues before vacations. They shall not be registered in new semester till they clear the dues. Besides, their results are likely to be with-held.

MISCELLANEOUS INSTRUCTIONS

9. **Information on Website:** Parents must read the notices http://www.jiit.ac.in/uploads/ParentsmustKnow.pdf, & http://www.jiit.ac.in/notice_detail_new.php?ann_type=Important%20Notices%20for%20PSMR

10. **Medical Fitness Requirements for Hostellers**

    In case any student is suffering from or ever suffered from diseases which need immediate medical attention like Congenial Heart disease, Rheumatic Septal Deficiency, Bronchial Asthma, Epileptic Fits, Diabetes Mellitus etc, the same must be declared at the time of joining the hostel to enable quicker and suitable response in case of emergency. All students/parents/guardian may please note this and follow it strictly.

11. **I- Cards.** Students will not be allowed, entry into the Institution without valid I cards, on commencement of classes. Any replacement, required due to loss of old I-card will be charged @ Rs. 500/-.

Warm Regards & Best Wishes.

Yours Sincerely,

Registrar