

# HARCOURT BUTLER TECHNICAL UNIVERSITY, KANPUR

## NOTICE REGISTRATION PROCESS FOR NEW ADMISSIONS Academic Session 2017-18

All newly admitted students have to report as per time schedule given here under:

Admissions through JEE Mains-2017	Date, Time and Venue of Reporting/Registration/Hostel Allotment	Schedule of Orientation and Venue	Date of Commencement of Classes
B.Tech. 1 <sup>st</sup> year (including NRI, Kashmiri migrants)	8 <sup>th</sup> August, 2017, Tuesday 10:00-10.30 AM University Auditorium	09 <sup>th</sup> August, 2017 Wednesday at 10:30 AM, University Auditorium	10 <sup>th</sup> August, 2017, Thursday
MCA 1 <sup>st</sup> year	8 <sup>th</sup> August, 2017, Tuesday 10:00-10.30 AM CSE Seminar Hall	.... do ....	... do....

As the classes will commence from 10<sup>th</sup> August 2017 (Thursday), the students should come prepared accordingly. While reporting for registration, please bring the following documents and balance amount of fee as applicable.

1. Allotment letter and one photocopy
2. 10 nos. of recent Pass port size colour photographs
3. **Marksheets of 10<sup>th</sup>, 12<sup>th</sup>, and qualifying exam (for MCA students only)**
4. The candidates admitted for **MCA programme** should bring **the balance fee** as per the details given on the university website.
5. The SC/ST/OBC/General candidates (with their parents income less than Rs. 2 lacs) and interested in fee exemption/reimbursement should bring all documents as informed at the time of Report for counseling. The candidate other than SC/ST should also keep all these documents ready which would be needed soon for fee reimbursement as per the notification of UP Government regarding scholarship, if any.

### PROCEDURE OF REGISTRATION

- All new entrants will have to report on August 8<sup>th</sup> 2017, 10.00-10.30 am in the University Auditorium for all registration related formalities. The details of registration/other formalities to be completed will be announced in the Auditorium.
- At registration venue they will be provided a set of Registration Form, Medical Insurance Registration Form, Proctorial Office Registration Form and Hostel Allotment Form which they will fill up and will submit to the appropriate authorities.
- **In case of change of category (for already admitted/allotted candidates) during the different rounds of allotments from “Fee waiver” to “Non Fee Waiver”, the candidates will have to pay the balance amount i.e. Rs.70,000/- on the same day.**
- Once the academic registration is complete, the Registration Card (RC) will be issued to the candidates. Please note that in view of the 4<sup>th</sup> round allotment/reporting scheduled on August 10<sup>th</sup> 2017 followed by Spot counseling (if required) the Final RC would be issued after August 15<sup>th</sup>.
- Immediately after completing the registration formalities, the candidates will submit the hostel allotment form. The hostel allotment would be made on the the same day. Please note that as a policy, the candidates belonging to outside Kanpur District are eligible for Hostel).
- **The hostel fee comprises of the following two componets:**
  - a) **Hostel Rent: Rs. 18,000/- (to be paid in form of DD in favor of “Finance Controller, HBTU Kanpur payable at Kanpur or cash.**
  - b) **Mess advance: Rs.30,000/- (to be paid in cash only in respective hostel account)**
- The detailed procedure to be followed for hostel allotment/other formalities would be announced on the same day.
- The hostel allotment will be made strictly on the basis of branch-cum-category-cum-JEE main 2017 rank in line with the UP Govt. reservation policy.
- Remaining formalities of Hostel allotment will be completed by the Office of the Dean, Students Welfare.

## How To Reach H.B.T.U., Kanpur:

- In case you are arriving Kanpur by train, please ensure from the boarding station that your train is passing through the Kanpur Central Station. Please come on Kanpur Central Station, exit from the City side (i.e. Platform No. 9 side/Ghantaghar side) and hire a Rickshaw or Auto for H.B.T.U., Kanpur located in Nawabganj area (near Company Bagh) of Kanpur. Auto-Rickshaw may charge around Rs. 140/- to Rs.150/-.
- If you are arriving Kanpur by Roadways Bus service, please get down at Jhakarkati Bus Station / Tat Mill Chauraha and hire auto for H.B.T.U., Kanpur located in Nawabganj area of Kanpur. The approximate auto fare from the bus stand to HBTU Kanpur is Rs. 120–150/-.
- In case you are traveling by car, please reach Company Bagh Chauraha, Nawabganj, Kanpur and enter the Chandra Shekhar Azad Agriculture University's Main Gate. This road directly leads to H.B.T.U., Kanpur.
- All those coming from outside by any mode of transport and reach the city before the schedule time of registration can check in any hotel as per their convenience. Limited arrangements for stay of candidates and their family will be made in the Lake View Old hostel in the East Campus of H.B.T.U., Kanpur. Any candidate and his/her family reaching Kanpur after mid night of 7<sup>th</sup> August 2017 could directly reach the Lake View Old hostel. **After completing the necessary formalities, they could be permitted to temporarily stay till the start of registration process on the next day.**
- For convenience of candidates and their family, mess facility will be operational in the Lake View Old hostel. To avail this lodging facility, persons concern will have to pay of their own and confirm in advance as per schedule/details given hereunder:

Date	Service	To be confirmed by
08-08-2017	Morning breakfast	06:30 AM
08-08-2017	Lunch	09:00 AM

(Dipteek Parmar)  
Dean, Academic Affairs

**Office of the Dean, Academic Affairs**  
**Harcourt Butler Technical University, Kanpur**

Ref.No. /Acad/New Entrants Admissions/2017-18

Date: 04-08-2017

**Copy to:**

1. Staff Officer, Hon'ble VC with a request to bring it to the kind notice of the VC.
2. All Deans and Heads, with a request to make it convenient to attend the orientation programme at 10.30 am on 9<sup>th</sup> August, please
3. DSW, with a request to make all necessary arrangements for the hostel allotment on August 8<sup>th</sup> and "Orientation Programme" on August 9<sup>th</sup> 2017.
4. Prof. B.K. Tripathi, MCA Admission Co-ordinator to co-ordinate all the necessary arrangements for MCA registration on August 8<sup>th</sup> 2017.
5. Incharge, Time Table for information and necessary action, please.
6. Branch Manager, Central Bank of India, HBTU Kanpur with a request to make arrangement for 04 separate counters for fee submission and hostel fee collection (DD and cash collection)
7. System Manager, H.B.T.U., Kanpur with a request to upload the notice in University website with the title "Registration Process & Fee Details for New Students (1<sup>st</sup> Year) of the Academic Session 2017-18".
8. Incharge, Civil Maintenance, with a request to make the necessary arrangements in the University Auditorium on the said dates.
9. Security Incharge, HBTU Kanpur, with a request to make security arrangement on the August 8-9<sup>th</sup> 2017.

(Dipteek Parmar)  
Dean, Academic Affairs