THE NORTHCAP UNIVERSITY

SCHOOL OF
ENGINEERING & TECHNOLOGY
All programmes at UG & PG Level

NCU
THE NORTHCAP UNIVERSITY ®
Gurugram, Haryana

Admission Policy
2021-22
www.ncuindia.edu

School of Engineering & Technology

Admission Policy
& Selection Procedure
For the Academic Year 2021-22

B.Tech
BCA
Applied Sciences
M.Tech (Part Time)

Admission Policy & Selection Procedure

FOR THE ACADEMIC YEAR 2021-22
SCHOOL OF ENGINEERING & TECHNOLOGY,

This policy shall be called the "ADMISSION POLICY & SELECTION PROCEDURE-2021" (APSP-2021) for admission to the degree programmes offered by SCHOOL OF ENGINEERING & TECHNOLOGY AT THE POST GRADUATE AND UNDERGRADUATE LEVEL.

This Admission Policy and Selection procedure is approved by the Board of Management of The NorthCap University, Gurugram. All admissions shall be made strictly in accordance with merit in a fair and transparent manner on the basis of minimum eligibility / selection criteria prescribed for each programme.

1. APPLICABILITY

1.1 This "Admission Policy and Selection Procedure-2021" is valid for the academic year 2021 – 22 and shall be applicable for admissions of all resident Indian students to UG/PG programmes of School of Engineering & Technology(Part II) and also covers children/wards of Non Resident Indian (NRIs)/International students (Covered in Part III) wherever applicable.

1.2 The University has a comprehensive and transparent policy regarding Fee Structure, refund, cancellation & withdrawal policy. The Refund & Cancellation policy is in line with UGC/MHRD/AICTE policy on the matter as per UGC Notification dated 02 November 2018.

2. Programmes offered by the School of Engineering & Technology, Intake, Final Admission Criteria for the Year 2021-22

SCHOOL OF ENGINEERING & TECHNOLOGY				
UNDER GRADUATE - B.TECH DEGREE - 4 YEARS				
S. No.	**PROGRAMME**	**INTAKE**	**MINIMUM ELIGIBILITY CRITERIA**	**SELECTION CRITERIA**
	DEPARTMENT IN COMPUTER SCIENCE & ENGG (CSE)			
A	B-TECH CSE Specialization in Full Stack Development	400	1) 10+2 (English Medium) examination conducted by Central Board of Secondary Education or equivalent examination from a recognized board in Science stream (with PCME) with an overall aggregate of minimum 50%. 2) Must Appear in JEE /Any National Level Entrance Test Score 2021 3)IB candidates should have score of minimum 24 with PCME as compulsory subjects. 4) As one time measure to overcome the COVID 19 impact students with JEE /Any National Level Entrance Test Score 2020 will also be considered for admission for AY 2021	Selection will be based on merit of 10+2 conducted by Central Board of Secondary Education or equivalent examination from a recognized board (IB/ICSE) in Science stream comprising of Physics, Chemistry, Maths and English with JEE / Any National Level Entrance Test 2021 appearance OR JEE Main 2021 score OR SAT score Should seats still remain vacant, in any course, if at all, after exhausting the merit list of applicants of the National Test(s), seats may be filled on the basis Aptitude Test, NCU EET subject to meeting the minimum eligibility criteria specified.
	B-TECH CSE Specialization in Cyber Security & Forensics			
	B-TECH CSE Specialization in Cloud Computing			
	B-TECH CSE Specialization in Data Science			
	B-TECH CSE Specialization in Gaming, AR & VR			
	B-TECH CSE Specialization in Artificial Intelligence & Machine Learning			
	B-TECH CSE Specialization in Blockchain			
	DEPARTMENT IN ELECTRONICS & COMMUNICATION ENGG.(ECE)			
	B-TECH ECE Specialization in Internet of Things (IoT)	20		
	B-TECH ECE Specialization in Embedded Systems and VLSI Design	20		
	DEPARTMENT IN MECHANICAL ENGG. (ME)	20		
	B-TECH ME Specialization in Robotics & Automation			
	TOTAL INTAKE	**460**		

SCHOOL OF ENGINEERING & TECHNOLOGY				
UNDER GRADUATE - LATERAL ENTRY- B.TECH				
S. No.	**PROGRAMME**		**MINIMUM ELIGIBILITY CRITERIA**	**SELECTION CRITERIA**
B	**LATERAL ENTRY TO B.TECH SECOND YEAR**	10% of the intake	– Candidate should have studied his/her 10th/12th class in English medium – Candidate should not be more than 24 age on 31st Dec. 2021 – Candidate should have passed Diploma in relevant branch of Engineering granted by the Board of Technical Examination of a State Government with at least 60% aggregate marks in the qualifying exam.	Students will be selected as per the merit list prepared on the basis of marks in the State LEET exam and the marks obtained by the applicant in Diploma. Weightage of these scores are 80% and 20% respectively.

SCHOOL OF ENGINEERING & TECHNOLOGY

POST GRADUATE - M.TECH DEGREE (PART TIME) 3 YEARS

S. No.	PROGRAMME	INTAKE	MINIMUM ELIGIBILITY CRITERIA	SELECTION CRITERIA
A	M-Tech CIVIL Specialization In Structural Engg M-Tech CIVIL Specialization In Construction Engg & Project Management M-Tech Civil Specialization In Environment engg	10	Applicant must have obtained minimum 55% marks in aggregate or equivalent CGPA in I) BE/ B.Tech. in Civil and Environmental Engineering/Civil and Rural Engineering/Civil and Water management Engineering/Civil Engineering/Civil Engineering and Planning/Civil Engineering(Construction Technology)/Civil Engineering (Environmental Engineering)/Civil and Infrastructure Engineering/Civil Technology/Construction Engineering/ Construction Engineering and Management/ Construction Technology/ Construction Technology and Management OR ii) any other relevant equivalent qualifying degree."	Selection will be based on Merit
B	M-Tech CSE Specialization In Data Science M-Tech CSE Specialization In Cyber Security & Forensics	10	Applicant must have obtained minimum 55% marks in aggregate or equivalent CGPA in I) BE/B.Tech. in Computer Science and Engineering/ information/ Mt Technology/Computer Technology/Computer Science and Applications/Computing in Software/Computer Networking/ Electronics & Communication Engineering OR ii) MCA OR iii) MSc (Computer Science/IT/Electronics/Software Engineering/ Mathematics/ Statistics/Physics) OR iv) any other relevant equivalent qualifying degree."	Selection will be based on Merit
C	M-Tech MECH. Specialization In Thermal Engg M-Tech MECH. Specialization In Mechanical Engg Design M-Tech MECH. Specialization In Production & Industrial Engg	10	Applicant must have obtained minimum 55% marks in aggregate or equivalent CGPA in the relevant qualifying degree, BE/BTech in I) BE/BTech in Mechanical Engineering, Automobile Engineering, Aero space/Aeronautical Engineering, Production/Manufacturing Engineering, Mechatronics, Industrial Engineering, Material Science and Technology, Production and Industrial Engineering, Marine Engineering,Tool Engineering OR ii) any other relevant equivalent qualifying degree."	Selection will be based on Merit
D	M-Tech ECE Specialization In Communication Engg M-Tech ECE Specialization In VLSI Design	10	Applicant must have obtained minimum 55% marks in aggregate or equivalent CGPA in I) BE/BTech in Electrical Engg/Electronics Engg/Electronics & Communication Engg./ Electronics & Instrumentation Engg/Communication Engg/Computer and Communication Engg/Electrical and computer Engg/Electrical and Electronics Engg/Electrical Instrumentation & Control Engg/Computer Science Engg/Information Technology OR ii) MSc (Electronics / Physics/Computer Science) OR iii) any other relevant equivalent qualifying degree."	Selection will be based on Merit
	TOTAL INTAKE	**40**		

M.Tech Part Time: Working professionals can pursue M.Tech degree programme part time. However, the part time degree will be awarded on satisfactory completion of 6 semesters taken over 3 years. Classes for part time students may be held in the morning / evening and / or on weekends as may be specified by the department / time-table. In case adequate students are not available in a discipline(s) a higher number can be filled in the programme / specialization which have a greater demand.
Note: GATE score is not mandatory, but candidates with valid GATE score will get preference in selection.
For M.Tech minimum number is 10 in each course.

			SCHOOL OF ENGINEERING & TECHNOLOGY	
			UNDER GRADUATE - BCA DEGREE 3 YEARS	
S. No.	PROGRAMME	INTAKE	MINIMUM ELIGIBILITY CRITERIA	SELECTION CRITERIA
A	Bachelor of Computer Application (BCA) With Specialization In Animation and Gaming	30	1) 10+2 (English Medium) examination conducted by Central Board of Secondary Education or equivalent examination from a recognized board with an overall aggregate of minimum 50%. 2)IB candidates should have score of minimum 24	Selection will be based on merit of 10+2 conducted by Central Board of Secondary Education or equivalent examination from a recognized board (IB/ICSE) OR SAT score
	Bachelor of Computer Applications (BCA) Specialization in Web Application Development	30		
	TOTAL INTAKE	**60**		

S. No.	PROGRAMME		MINIMUM ELIGIBILITY CRITERIA	SELECTION CRITERIA
	SCHOOL OF ENGINEERING & TECHNOLOGY			
3	**UNDER GRADUATE (3 YEARS)**			
A	**B.SC (Hons) Mathematics**	20	10+2 (English Medium) examination conducted by Central Board of Secondary Education or equivalent examination from a recognized board with an overall aggregate of minimum 50%. (mathematics as compulsory subjects with minimum 50% marks) 2)IB candidates should have score of minimum 24	
B	**B.SC In Data Science**	20	1) 10+2 (English Medium) examination conducted by Central Board of Secondary Education or equivalent examination from a recognized board with an overall aggregate of minimum 50%. (Mathematics as compulsory subjects with minimum 50% marks) 2)IB candidates should have score of minimum 24	Selection will be based on merit of 10+2 conducted by Central Board of Secondary Education or equivalent examination from a recognized board (IB/ICSE) OR SAT score
C	**B.SC (Hons) Chemistry**	20	1) 10+2 (English Medium) examination conducted by Central Board of Secondary Education or equivalent examination from a recognized board with an overall aggregate of minimum 50%. (Chemistry as compulsory subjects with minimum 50% marks) 2)IB candidates should have score of minimum 24	
D	**B.SC (Hons) Physics**	20	1) 10+2 (English Medium) examination conducted by Central Board of Secondary Education or equivalent examination from a recognized board with an overall aggregate of minimum 50%. (Physics as compulsory subjects with minimum 50% marks) 2)IB candidates should have score of minimum 24	
	Total Intake	**80**		

(i)   **Rounding of marks in the aggregate and /or in the compulsory subject (s), wherever applicable is not permitted.**

(ii)   **The University reserves the right not to run the programme if less than 10 of seats are filled at commencement. The intake shown in the table above is subject to change by the university. An increase/decrease in intake upto 20% of seats could take place within the total intake without compromising quality and minimum eligibility criteria.**

(iii)   **Admission will be based solely on the merit criteria as per procedure indicated while ensuring an overall intake of 25% of total seats for Haryana residents.**

(iv)   **The applicants may note that merely Meeting Minimum Eligibility Criteria shall not assure Admission to the applied Program. The Admission shall be strictly based on merit as defined in the admission brochure and the university reserves the right to decide the merit cutoffs for various Programs.**

((b) SPECIALIZATIONS AVAILABLE IN SOET
    Guidelines for allotting specializations in SOET programs are as follows:
1.   Students can indicate their preferred specialization choice in a particular branch (program), if any, in the application form at the time of application. Students can give their choices in a particular branch (program) in order of priority.
2.   For B.Tech programs, the students shall have the option of changing their specialization in a Particular branch (program) at the end of first semester .
3.   The total number of seats in each branch (program), including all specializations in that program are as indicated in the Table 2 above.
4.   The seats shall be allotted to students based on merit and their indicated preferences.

3. DEFINITIONS

3.1 **INDIAN NATIONALS:** All Indian nationals from any part of the country, who comply with the minimum eligibility criteria, are eligible to apply.

3.2 **CHILDREN of NRI/International students:** The applicant must be a child/ward of a Non Resident Indian (NRI)/ as defined under Income Tax Act and must comply with the minimum eligibility criteria to be eligible under this category. In addition, International students can also apply under this category and their admission will be based on the aggregate marks secured in Class 10+2/Graduation or equivalent of their qualification. A student who has obtained a foreign qualification at the 10+2 / Graduation or equivalent level would be required to submit a certificate of equivalence from AIU (Association of Indian Universities). International students will have to get all clearances, including but not limited to visa requirements etc. from all statutory bodies of their respective countries and India. Students admitted under this category will pay a higher fee as per table in clause 15.1 below. The extra fee collected from these students will be used to give fee concessions to students on merit cum means criteria and scholarships for meritorious students. (Refer Admission Brochure Part –III for complete details).

3.3 **HARYANA (General):** A candidate who is a resident of Haryana (refer Form 2) or has passed his 10+2/ Graduation or equivalent examination from a recognized school / University in Haryana and complies with the minimum eligibility criteria, is eligible under this category.

3.4 **HARYANA (Scheduled Caste):** A candidate who is a resident of Haryana and from a Scheduled Caste of Haryana as notified by Haryana State Government (refer Form 3) and should comply with the minimum eligibility criteria. After allotment of seat / branch to all eligible Haryana SC students, unfilled seats under this category shall be merged with Haryana General seats to make good the overall 25% seats for Haryana Resident candidates.

3.5 **KASHMIRI MIGRANTS:** One seat in each programme shall be reserved for Kashmiri migrants as per the guidelines of Director Higher Education vide memo no.18/51-2000 UNP (4) Dated 9/12/2015.

4. MINIMUM ELIGIBILITY CRITERIA (COMMON FOR ALL PROGRAMMES OF SCHOOL OF ENGINEERING AND TECHNOLOGY)

4.1 A student from a university / board NOT recognized by CBSE / AICTE / UGC /AIU/ MHRD or any other statutory body of Government of India shall not be eligible for admission.

4.2 **AGE LIMIT:** The applicant must not be more than 21 years of age as on 31st December, 2021 for UG programs. The date of birth printed on the Class X mark sheet issued by CBSE or equivalent board shall be considered for determining the age of the candidate. In case of student(s) who may have passed their equivalent examination from an overseas board, the age mentioned on his/her passport shall be considered. For PG programmes, there is no age limit.

4.3 **M.Tech (Part Time) Programme:** Candidates appearing in the final year of their qualifying degree examination and those who have appeared and awaiting their results can also apply. Such candidates must produce a certificate from the Principal/ Head of the University/ Institution certifying that the candidate is currently in the final year/ is awaiting final results and has obtained the marks required as per the eligibility of the programmed (MTech(Part Time)) marks or equivalent based on latest available grades or marks. If selected, such candidates may be permitted to join the programs provisionally subject to his/ her final result complying with the minimum eligibility criteria latest by (To be announced later). The admission will be confirmed only when the candidate submits the marks/ grade sheet and a certificate of having passed the qualifying degree and his/ her result complies with the minimum eligibility criteria latest by (To be announced later). Non fulfillment of this condition will automatically result in the cancellation of the provisional admission and the seat under such circumstances shall be offered and filled by another eligible candidate.

4.4 After successful completion, all the students enrolled in these specialization tracks shall get their regular B.Tech degree in their respective chosen program. Further, in addition to the B.Tech degree in the program, an additional certificate mentioning the specialization done will also be awarded to these students.

4.5 In case, a student voluntarily withdraws from specialization but continues his degree, he/she shall be awarded only the B.Tech degree in the chosen program, subject to his fulfilling the total credit requirements as prescribed for the degree.

4.6 The University reserves the right not to run a particular specialization in a program if the number of students opting for that specialization is less than 10. In such cases students shall be offered alternate available choices for the specialization in order of their indicated preference.

c) CHANGE OF BRANCH AFTER FIRST YEAR FOR B.TECH PROGRAMMES

Limited seats are available for outstanding students to change their branch after first year. This option is available only to those students who are amongst the top 10% in their class. The selection will be as per NCU guidelines & shall be based on merit only. The merit considered shall be as per the CGPA scored by the student at the end of First Year (first two semesters).

(d) DISTRIBUTION OF SEATS- School of Engineering and Technology

S.NO.	B.TECH	INTAKE	General Category (60%)	Child of NRI/ International Students(15%)	Haryana General (15%)	Haryana SC (10%)	Kashmiri Migrant (1 seat in each branch, Super numerary)	Total No. of seats
1	B.TECH COMPUTER SC. & ENGINEERING	400	240	60	60	40	1	401
2	B.TECH ELECTRONICS & COMMUNICATION ENGINEERING	40	24	6	6	4	1	41
3	B.TECH MECHANICAL ENGINEERING	20	12	3	3	2	1	21

S. NO.	M Tech (Part Time)	INTAKE	General Category (60%)	Haryana General (15%)	Haryana SC (10%)	Kashmiri Migrant (1 seat in each branch, Super numerary)	Total No. of seats
1	M.TECH COMPUTER SC. & ENGINEERING	10	6	2	1	1	10
2	M.TECH ELECTRONICS & COMMUNICATION ENGG	10	6	2	1	1	10
3	M.TECH CIVIL ENGINEERING	10	6	2	1	1	10
4	M.TECH MECHANICAL ENGINEERING	10	6	2	1	1	10

S.NO.	PROGRAMMES	INTAKE	General Category (60%)	Child of NRI/ International Students(15%)	Haryana General (15%)	Haryana SC (10%)	Kashmiri Migrant (1 seat in each branch, Super numerary)	Total No. of seats
1	BCA	60	36	9	9	6	1	61

S.NO	APPLIED SCIENCES	INTAKE	General Category (60%)	Child of NRI/ International Students (15%)	Haryana General (15%)	Haryana SC (10%)	Kashmiri Migrant (1 seat in each branch, super numerary)	Total No. of seats
1	B.SC. (Hons.) MATHEMATICS	20	12	3	3	2	1	21
2	B.SC. IN DATA SCIENCE	20	12	3	3	2	1	21
3	B.SC. (Hons.) PHYSICS	20	12	3	3	2	1	21
4	B.SC. (Hons.) CHEMISTRY	20	12	3	3	2	1	21

NOTE: Seats remaining vacant in any of the categories including NRI, but excluding Kashmiri Migrants shall be merged in General category.

5. GENERAL CONDITIONS

5.1   Students/ Parents are cautioned not to use any intermediary or broker for securing admission. Besides being illegal, such an action could render The Candidate ineligible to participate in the Admission Process. If Parents or Students are approached by any such bogus agents, they should report their details to the Registrar, The Northcap University, Gurugram. NCU has not authorised any Person / Body whatsoever for any part of the Admission Process including counseling of students/parents.

5.2   A student who wishes to be admitted after a gap period of one year and/ or more (after passing the 10+2 / Graduation examination) shall submit at the time of admission, an affidavit duly Notarized, justifying the reasons for the gap period and certifying that he/ she had not taken admission in any college / university or had not been rusticated or had not been sentenced to jail for a criminal offence. In case a student had taken admission in any other college / university during the gap years he/she shall have to provide an NOC /Migration certificate from the said college/university. He/she will necessarily have to comply with the minimum eligibility criteria including programme wise applicable entrance examination, if any.

6. ADMISSION COMMITTEE

6.1   Admissions shall be made by the Admission Committee comprising of faculty and administrative staff of the School/University to be nominated by the Vice-Chancellor.

6.2   The Committee shall scrutinize the application forms for admission of the candidates in accordance with the eligibility/selection criteria prescribed in this 'Admission Brochure 2021-22' (APSP-2021).

6.3   The decision of the Admission Committees on any matter concerning the admission policy and selection procedure shall be final and binding on all concerned, subject to review as per Clause (Grievances and Redressal and Mechanism).

7. ADMISSION NOTICE

7.1   To fill seats to UG/PG programmes offered for the academic session 2021-22, the University shall publish an admission notice inviting applications from interested candidates. The admission notice shall be published in at least two national dailies and / or their education supplements.

7.2   A copy of the admission notice along with this "Admission Brochure 2021-22" shall be uploaded on the website of the University not less than 60 days before commencement of the programme for the information of all concerned.

8. HOW TO APPLY

8.1   There is only one way to apply.:

Online on University website www.ncuindia.edu: Students can fill in the form online and pay the Application fee of Rs.1100/- (Non refundable) online, and upload self-attested scanned copies of documents mentioned in Clause list of document to be submitted below. They will receive an email confirmation for their online application.

SCHOOL OF ENGINEERING & TECHNOLOGY		
S.NO.	**PROGRAMME**	**DOCUMENT TO BE SUBMITTED**
1	B-TECH CSE Specialization in Full Stack Development B-TECH CSE Specialization in Cyber Security & Forensics B-TECH CSE Specialization in Cloud Computing B-TECH CSE Specialization in Data Science B-TECH CSE Specialization in Gaming, AR & VR B-TECH CSE Specialization in Artificial Intelligence & Machine Learning B-TECH CSE Specialization in Blockchain B-TECH ECE Specialization in Internet of Things (IoT) B-TECH ECE Specialization in Embedded Systems and VLSI Design B-TECH ME Specialization in Robotics & Automation	I) Class 10 marks sheet (as proof of date of birth) ii) Class XII Admit Card iii) Class 12th (or equivalent) marks sheet iv) JEE Score Card if appeared v) SAT Score Card
2	Bachelor of Computer Application (BCA) With Specialization In Animation and Gaming & Specialization in Web Application Development	I) Class 10 marks sheet (as proof of date of birth) ii) Class XII Admit Card iii) Class 12th (or equivalent) marks sheet iv) SAT Score Card
3	B.Sc (Hons) Maths	I) Class 10 marks sheet (as proof of date of birth) ii) Class XII Admit Card iii) Class 12th (or equivalent) marks sheet iv) SAT Score Card
3	B.Sc in Data Science	
4	B.Sc (Hons) Physics	
5	B.Sc (Hons) Chemistry	

SCHOOL OF ENGINEERING & TECHNOLOGY		
S.NO.	**PROGRAMME**	**DOCUMENT TO BE SUBMITTED**
6	**M.Tech (PART TME)** M-Tech CIVIL Specialization In Structural Engg M-Tech CIVIL Specialization In Construction Engg & Project Management M-Tech Civil Specialization In Environment Engg M-Tech CSE Specialization In Data Science M-Tech CSE Specialization In Cyber Security & Forensics M-Tech MECH. Specialization In Thermal Engg M-Tech MECH. Specialization In Thermal Engg M-Tech MECH. Specialization In Production & Industrial Engg M-Tech ECE Specialization In Communication Engg M-Tech ECE Specialization In VLSI Design	(I) Class 10 marks sheet (as proof of date of birth) (ii) Class 12 or Diploma Marksheet (iii) Graduation (or equivalent) Degree and marks sheet or last set of result declared (iv) Valid GATE score card, if any

Notes:

In addition to the above, Haryana domicile/ Haryana SC certificate (Forms 2 & 3 enclosed) should be attached, for those who are applying in Haryana General or Haryana Scheduled Caste Category.

Kashmiri Migrants should attach J&K Migrants certificate issued from Government of Jammu & Kashmir Office of the Relief & Rehabilitation Commissioner (M) Jammu, with the application form.

8.2   ADMISSION BROCHURE : The Admission Policy and Selection Procedure 2021-22 for admission to all UG/PG programmes of School of Engineering and Technology shall be available in soft copy form on the University website. All candidates are advised to thoroughly read the entire Admission Policy and Selection Procedure 2021-22 before applying for admission.

8.3 Students should submit only one application form. In case multiple applications are received for the same programme, all will be rejected.

8.4   Branch Preferences (for B.Tech programme only): Students are cautioned to fill their branch preferences in the application form only after careful consideration. Once the application form has been submitted, no change in preference will be permitted. Therefore, they must fill all the choices in their order of preference.

8.5 If a preference is left blank, it will be presumed that the applicant is not interested in the said discipline. However, to improve their chances of securing the preferred seat through the sliding process, candidates are advised in their own interest to fill in preferences for all branches and not to leave any space blank.

8.6 It is made clear that admissions shall be made strictly on merit, to those who have applied on the prescribed form, within the stipulated time limit prescribed in this Admission Brochure 2021-22 or as may be amended and uploaded on the website and whose application has not been invalidated due to any deficiency. Applications which are incomplete and not in the prescribed form and not accompanied with the self attested copies of documents.

9. ACKNOWLEDGEMENT OF APPLICATION FORMS

9.1 Online applications shall be acknowledged by e-mail confirmation.

9.2 The receipt/acknowledgement shall constitute the only evidence for timely submission of the application form.

10. IMPORTANT DATES FOR ALL PROGRAMMES

EVENT / ACTIVITY	B.Tech	B.Sc Courses	BCA	M.Tech(Part Time)
UPLOADING OF ADMISSION FORM, ELIGIBILITY CRITERIA, SELECTION PROCEDURE	To be announced later	To be announced later	To be announced later	To be announced later
LAST DATE FOR SUBMISSION OF APPLICATION FORMS WITH SCANNED/ COPIES OF REQUIRED DOCUMENTS ONLINE/BYHAND / BY POST	To be announced later	To be announced later	To be announced later	To be announced later
DISPLAY OF FIRST ADMISSION CUM MERIT LIST ON THE UNIVERSITY WEBSITE www.ncuindia.edu AND AT THE CAMPUS NOTICE BOARD	To be announced later	To be announced later	To be announced later	To be announced later
LAST DATE FOR PAYMENT OF FIRST SEMESTER FEES FOR STUDENTS OFFERED ADMISSION IN FIRST LIST	To be announced later	To be announced later	To be announced later	To be announced later
DISPLAY OF SECOND LIST AFTER DUE SLIDING	To be announced later	-	-	-
LAST DATE FOR PAYMENT OF FIRST SEMESTER FEES FOR STUDENTS OFFERED ADMISSION IN SECOND LIST.	To be announced later	-	-	-
FINAL SLIDING LIST	To be announced later	-	-	-
LAST DATE OF ADMISSION	To be announced later	To be announced later	To be announced later	To be announced later
ORIENTATION OF ADMITTED STUDENTS	To be announced later	To be announced later	To be announced later	To be announced later
INDUCTION PROGRAMME	To be announced later	To be announced later	To be announced later	To be announced later
COMMENCEMENT OF ACADEMIC SESSION	To be announced later	To be announced later	To be announced later	To be announced later
START AND LAST DATE OF ADMISSION AGAINST VACANT / DROPOUT SEATS	To be announced later	To be announced later	To be announced later	To be announced later

10.1   The above dates do not apply to NRI / International students. For their deadlines / dates they must refer to "Admission Brochure 2021-22 Part - III" applicable for Children / wards of NRI / International students.

10.2   Dates of admissions shall be announced later on our website www.ncuindia.edu.

11. ADMISSION CUM MERIT LIST

11.1 First Admission cum Merit list prepared on the basis of selection criteria / distribution of seats will be uploaded on the website of the University www.ncuindia.edu, and displayed on the Notice Board of the University for the Information of all concerned as per dates mentioned in Important dates.

11.2 Last date for payment of fees for securing admission and fee payable shall be in accordance with (important dates) and (tuition fee paid) respectively which will also be mentioned in the covering note of the programme wise Admission cum Merit list.

11.3 Merely depositing fee will not confirm the admission. Submitting/ getting documents verified is a necessary condition before Final admission is offered.

12. SECURING YOUR ADMISSION

12.1 Students whose names appear in the first or second merit cum admission list displayed by the University must deposit their first semester fee in full on or before the last date specified for the purpose, to secure their admission, failing which the offer of admission will stand withdrawn.

12.2 In the event a student fails to deposit his/her fee on or before the date specified, the offer of admission will stand automatically withdrawn and the student will have no claim whatsoever on the seat.

13. SLIDING PROCESS (FOR B.TECH ONLY)

13.1 After the last date for depositing the fee by students offered admission in the First Merit cum admission list has expired, the Second merit cum admission list shall be prepared by sliding the admitted students, based on merit and their branch preferences. In other words those students, who were offered admission in the first list and have accepted their admission by paying their semester fee on or before the last date specified, will be upgraded and given their branch preference if available before considering fresh students in the merit list.

13.2 After the last date for depositing the fee for students offered admission in the Second Admission cum merit list has expired, a Final Sliding shall take place only for admitted students.

14. FILLING OF DROPOUT SEATS

Since seats are perishable and must be filled before the last date of admission, vacant and drop out seats if any shall be filled on 'first - come – first – served' basis, subject to the minimum eligibility criteria, upto the close of admissions as per the directions of the Government of Haryana from time to time.

15. TUITION FEE

15.1

PROGRAMME	TUITION FEE FOR ACADEMIC YEAR 2021-22 (INR)		
	CHILD/WARD OF INDIAN NATIONAL		CHILD/WARD OF NRI/INTERNATIONAL STUDENTS
	PER SEMESTER	ANNUAL	ANNUAL
B.TECH	130000	260000	Annual Rs 3,71,000/- or equivalent foreign exchange
BCA	65000	130000	Annual Rs 2,00,000/- or equivalent foreign exchange
M.TECH (PART TIME)	46500	93000	NA
BSc (Hons)Maths	54500	109000	Annual Rs 1,54,500/- or equivalent foreign exchange
Bsc in Data Science	70000	140000	Annual Rs 1,95,200/- or equivalent foreign exchange
BSc (Hons) Physics	54500	109000	Annual Rs 1,54,500/- or equivalent foreign exchange
BSc (Hons) Chemistry	54500	109000	Annual Rs 1,54,500/- or equivalent foreign exchange
Hostel Fee (where applicable)	Rs 60000 per semester		

* Fees for SAARC Students to be considered same as for Indian Students

15.2   Caution Money: A sum of Rs 5,000/- to be charged from each student seeking admission to the University in the Academic Year 2021-22. The amount is interest free and will be refunded to the students at the time of withdrawal or at end of their programmes, whichever is earlier, after deduction of dues, if any,

15.3   Alumni Association Fee: A onetime Alumni Association fee of Rs. 1,000/- for all programmes is payable by all students.

15.4   Industry Employability Aptitude Test Fees: Industry Employability Aptitude Test fees of Rs. 1,500/- is payable for BTech & School of Management programmes only.

15.5   Fees as given in Table above the total tuition fees.

15.6   Fee applicable in the year of admission shall be subject to year on year increase of 3% for the duration of the programme.

15.7   The total fee for the year including hostel charges (if applicable) will be payable in two equal bi-annual installments (semester wise, in advance). Children/wards of NRI / International students shall pay the fee annually, in advance.

15.8   Semester fee will not be accepted in parts and/or in installments.

15.9   Fees can be paid by cash (subject to (15.10) below), Demand Draft, Credit Card or Debit Card. All demand drafts shall be made favouring The NorthCap University, Gurugram and shall be payable at Gurugram/ Delhi.

15.10   Unless otherwise provided by extant Govt. rules., a maximum of Rs 2 lakhs only shall be accepted in cash from a student during the entire duration of his/her Programme

15.11   Taxes if applicable under subsequent Govt./GST rules will be extra.

15.12   Child/wards of NRI or International students will not be eligible for refund before or after the last date of admission in case of withdrawal.

15.13   Students must obtain a receipt for every payment made to the University as that shall constitute their only proof of payment.

15.14   Admission/Semester fees can be paid online or at the Accounts Office of the University on any working day from Monday to Saturday from

Online fee payment details:	After sending the fees through RTGS /NEFT you have to mail at fees2020-21oddsem@ncuindia.edu with following details:-
RTGS/NEFT DETAILS:- Account Name : THE NORTH CAP UNIVERSITY Account No. : 82472010013980 Bank Name : Syndicate Bank / Canara Bank Bank's Address : NCU, Sector-23A, Gurgaon IFSC Code : CNRB0018247	1. Name with course name 2. Contact no. 3. UTR no, Amount & Date 4. Account Holder Name

NO OTHER FEE / FUND BY WHATSOEVER NAME CALLED SHALL BE PAYABLE BY THE STUDENT

15.15   **EDUCATION LOANS** : Many Nationalised and Private Banks like SBI, Syndicate Bank, HDFC & Kotak Mahindra Bank offer education loans to needy students on the banks terms and conditions.

Syndicate/Canara Bank branch is also located on the Campus and provides Education loans to students of NCU subject to fulfilling eligibility criteria and guidelines as per their education loan scheme Syndvidya. For further details visit www.syndicatebank.co.in or Contact on Mobile No. 9868394473, Land Line: 0124-2460740 or Email to: br.8247@syndicatebank.co.in

Vidya Lakshmi is a first-of-its-kind portal for students seeking Education Loan. This portal has been developed under the guidance of the Department of Financial Services (Ministry of Finance), the Department of Higher Education (Ministry of Education) and Indian Banks Association (IBA). The portal has been developed and being maintained by NSDL eGovernance Infrastructure Limited. Students can view, apply and track the education loan applications to banks anytime, anywhere by accessing the portal. Click here to apply https://www.vidyalakshmi.co.in/Students/

Eduvanz Financing Pvt. Ltd. is also one of our signed Education loan partners which provides financial assistance to students for providing 100% education loan. For details, you could log on to www.eduvanz.com or contact Mr. Pankaj, 9310655623 or send an email to pankajyadav@edueduvanz.com for loan-related queries.

Axis Bank is also one of our signed Education loan partners which provides financial assistance to students. For further details kindly contact on 9958706025 / 9654611713 or Email to: sukhdeep7.singh@axisbank.com , ankit.jain2@axisbank.com

16. FEE CONCESSIONS CUM SCHOLARSHIP

BTech				
% of Tuition Fees as Scholarship	**Eligibility (For CBSE as per percentage score in applicable subjects (PCME) by program. Normalised Scores will be taken for other Boards with respect to CBSE)**	**JEE Main percentile**	**SAT Score (Conducted by The College Board)**	**Scores in IB Diploma Programme**
100%	CBSE: 99.01% and above	98.01 and above	1500+	43-45
50%	CBSE: 95.01%< =99	90.01 < =98	1401 – 1500	41-42
25%	CBSE: 90.01% <=95	85.01 <=90	1301 – 1400	32-40
10%	CBSE: 85% <=90	75<=85	1200-1300	28-31
* subject to announNTA				

B.Sc / BCA			
% of Tuition Fees as Scholarship	Eligibility (For CBSE as per percentage score in applicable subjects by program. Normalised Scores will be taken for other Boards with respect to CBSE)	SAT Score (Conducted by The College Board)	Scores in IB Diploma Programme
100%	CBSE: 99.01% and above	1500+	43-45
50%	CBSE: 95.01%< =99	1401 – 1500	41-42
25%	CBSE: 90.01% <=95	1301 – 1400	32-40
10%	CBSE: 85% <=90	1200-1300	28-31

Note : Students applying with 2020 scores are not eligible for Fee-Concession

Limited scholarships available in each category on first come first serve basis

16.1 Fee Concession includes Haryana Residents and shall be as per the Standard Operating Procedure of The NorthCap University from time to time and available at www.ncuindia.edu.

16.2 The table above is only to represent Scholarships in case a candidate is selected and the details of Scholarship offered will be part of the Admission Offer extended to candidates upon selection. For selection, University shall follow the announced process.

16.3 10% concession on the tuition fees to the Sibling/Twin each of the same parent applying in Academic Year 2021, on admission to the programs as mentioned in Admission Policy 2021, in the First Year Only.

16.4 20% concession on the tuition fees to the university employees' ward/wards on admission to the programs as mentioned in Admission Policy 2021, in the First Year Only

16.5 15% concession of the tuition fees for the university Alumni ward/wards admission to the programs as mentioned in Admission Policy 2021, in the First Year Only

16.6 Continuation of Admission Scholarship is subject to obtaining CGPA of 8 and above on a scale of 10, having no backlog and no discipline case being recorded against the student.* applicable to merit basis students only.

16.7 In addition to the merit cum means concession, to encourage & motivate students the following awards are also given:
   i. Merit Based Scholarships   ii. Research Fellowship Award (for PhD Scholars)
   Only one type of scholarship/fee concession from any source whatsoever is admissible to a student.
   A certificate signed by the student & parent is to be provided as proof for this.

16.8 Candidate must enroll for the program by depositing the tuition fee by the given due date in admission offer letter. Should a candidate fail to do so, candidate shall have no claim over the scholarship. The Scholarship thereafter, shall be passed on to the next eligible candidate.

16.9   GATE Scholarship (MTech Students) :
   Rs 12,400/- per month GATE Scholarship is available through UGC for GATE qualified MTech students, subject to UGC terms and conditions. The tenure of Scholarship is maximum two years without any further extension. NCU shall facilitate applying to UGC by enrolled candidates.

17.   VERIFICATION AND NON RETENTION OF STUDENTS ACADEMIC AND PERSONAL TESTIMONIALS

17.1   All original academic and personal certificates and testimonials like mark-sheets, school leaving certificates and other such documents, other than migration certificate shall be returned by the University after their due verification and receipt of fees. In case a student withdraws before the last date of admission (refer table at para 10) the original migration certificate shall also be returned.

17.2   However, Migration from the last institution to The NorthCap University shall be deemed to be complete only after submitting the Migration Certificate. In case a student leaves after the last date of admission for vacant and drop out seats (To be announced later) the original migration certificate submitted by the candidate will accordingly be cancelled by stamping across it. Migration certificate shall be issued by the University under its seal in case of Migration/Withdrawal after the last date of admission and / or completion of the degree subject to fulfilment of all requirements as per rules/ regulations of the University.

17.3   The self-attested testimonials of students shall be held valid and authentic for all purposes and administrative requirements and should there be a need for physical verification at any time during the course of program of study, such verification shall be undertaken in the presence of the student and certificates and testimonials thus verified shall be returned immediately to the student.

18. GRIEVANCE REDRESSAL MECHANISM

18.1 Grievance/complaints, if any, against any action/decision of the Admissions Committee can be made in writing within 3 days of the decision to the Grievance Redressal Mechanism, constituted as per UGC (Grievance Redressal) regulation 2012 amended by time to time.

18.2 In case there is any ambiguity whatsoever, with respect to this policy, Vice-Chancellor's interpretation/clarification/decision shall be final and binding on all concerned.

19. ORIENTATION PROGRAMME

It is compulsory for all newly admitted student to attend the orientation programme. For details timings see table below:

SCHEDULE FOR ORIENTATION PROGRAMME					
SR.NO.	PROGRAMME	DATE	TIMINGS	LOCATION	REMARKS
1	B.TECH/BCA (ALL BRANCHES)	To be announced later	To be announced later	To be announced later	To be announced later
2	M.TECH (Part Time) (ALL BRANCHES)	To be announced later	To be announced later	To be announced later	To be announced later
3	B.Sc (Hons) Math, B.Sc in Data Science B.Sc (Hons) Physics & B.Sc (Hons) Chemistry	To be announced later	To be announced later	To be announced later	To be announced later

20. REFUND / CANCELLATION POLICY

a) The University has a comprehensive and transparent policy regarding Fee Structure, refund, cancellation & withdrawal policy. The Refund & Cancellation policy is in line with UGC/MHRD/AICTE policy on the matter as per UGC Notification dated 02 November 2018.

SR.NO.	Percentage of Refund of Fees	Percentage of Refund of Fee Point of Time when notice of withdrawal of admission is received.
1	100%	15 Days or more before the formally-notified last date of admission
2	90%	Less than 15 days before the formally-notified last date of admission
3	80%	15 Days or less after the formally-notified last date of admission
4	50%	30 days or less, but more than 15 days, after the formally-notified last date of admission
5	00%	More than 30 days, after the formally-notified last date of admission

b) The fee for refund implies the amount applicable for the first Semester and not the advance paid by the student for blocking of seat. Further the applicable fee shall be the amount indicated in brochure against the program. Scholarships, if applicable, is an independent incentive and shall not be considered as deductible for purpose of calculation of refund.

c) Candidates who are offered Final admission based on declared scores in the application, will be required to produce proof of having passed the qualifying examination i.e. (10+2 or equivalent e.g. JEE, IB, ICSE diploma/certificate or any other foreign board) to the University authorities, during document verification at the time of registration, failing which, such admission will stand withdrawn. It shall be responsibility of the candidates to bring out variations in the scores/marks recorded in the admission offer letter and actual marks obtained in qualifying/eligibility examination, before accepting the offer. Any wrong information of marks /scores in the application, which provide undue advantage, if founded even after registration, shall lead to cancellation of admission to the candidate or scholarship, as the case may be.

d) The above equally applies to other programmes of SOET i.e. BSc (H) Maths, Bsc in Data Science, BSc (H) Physics, BSc (H) Chemistry, BCA and MTech (Part Time), except that the rekonable dates shall be as per Table at Para 10 above.

e) If for any reason whatsoever, including insufficient students the University is unable to run any programme, 100% of Tuition fees and all other charges collected at the time of Admission shall be refunded. In such cases, application fees will also be refunded.

f) The refund shall be made in the name of the student by crossed account payee cheque only and shall be mailed by Registered post to the student within fifteen days from the date of receiving application. There is no need for the student and /or his/her parent to visit the University in this regard.

g) In case a student does not have a bank account and wishes to have his/her refund cheque in the name of either parent, he/she shall submit a notarized affidavit along with the application for withdrawal (specimen of affidavit available at Form-5)

h) Since children/ward of NRIs / International students are admitted on 'First-come-first-served' basis and not on the basis of merit of a common entrance test or marks, in case of withdrawal before or after the last date of withdrawal/admission, no fee/fund by whatsoever name called is refundable in their case.

21. LAPTOPS

Laptops are an important tool for learning for the students and are an integral part of modern-day higher education. The whole NCU campus is equipped with Wi-Fi and all the classrooms are equipped with teaching aids like LCD projectors. The well-stocked NCU library also has a large number of e-books and e-journals online for access by the students. Some of the class tests, assignments, project work, presentations. etc. are also required to be submitted online. It is therefore essential for all the students including newly joining first-year students to have a laptop of their own. All incoming students are therefore advised to arrange their laptops once admitted to NCU. (Recommended configuration: i5 processor or higher with 500GB HDD, 8GB RAM,with OS Windows 8 or higher & with Wi-Fi). Necessary training to students for effective use of laptops in learning is provided by NCU. It is the responsibility of the students to ensure that the software present in their laptop is licensed. NCU will not be held responsible for any type of licensing issue.

processor with OS Windows 7/8 or higher & with Wi-Fi). Necessary training to students for effective use of laptops in learning is provided by NCU.

It is the responsibility of the students to ensure that the software present in their laptop is licensed. NCU will not be held responsible for any type of licensing issue.

22. LIMITED LIABILITY

All admissions made by the Admission Committee are provisional and subject to confirmation by the Chancellor of the University. If the admission of any candidate is not confirmed by the Chancellor, for any reason whatsoever, the liability of the University will be limited only to the refund of full fees paid by the candidate and that there shall be no further consequent liability on the University and / or any of its employee.

23. MID COURSE WITHDRAWALS

In the event of a Mid-course withdrawal i.e. withdrawals after the last date of admission for vacant and drop out seats , no refund of fees shall be admissible, as the seat so vacated cannot be filled by the University and shall continue to remain vacant for the entire duration of the programme. Being an unaided, self-financed University, in addition to the first semester tuition fees, the University is entitled to claim the balance year's fees, in view of the Constitution Bench Judgment of the Hon'ble Supreme Court of India in the case titled, "Islamic Academy of Education Vs State of Karnataka bearing CWP no. 350 of 1993 and related subsequent judgements.

24. JURISDICTION

Disputes, if any, arising out of this University Admission Policy shall be the subject matter exclusively of courts in Gurugram only.

25. HELPLINE

Queries if any, regarding the admissions process and /or any aspect thereof may please be addressed to:

	BTECH	BCA	MTECH (Part Time)	B.Sc (Hons) Maths	B.Sc in Data Science	B.Sc (Hons) Physics	B.Sc (Hons) Chemistry
Helpline No.	8448495100						
Email	admissions@ncuindia.edu						
Website	www.ncuindia.edu						

Vice Chancellor
The NorthCap University,
Gurugram