



# योजना एवं वास्तुकला विद्यालय, भोपाल

(राष्ट्रीय महत्व का संस्थान, शिक्षा मंत्रालय, भारत सरकार)

**School of Planning and Architecture, Bhopal**  
(An Institution of National Importance, Ministry of Education, Government of India)

No. SPAB/AEO/2020/

Date:

## DETAILS OF ADMISSION PROCESS FOR U.G STUDENTS FOR FIRST SEMESTER 2020-21

### Important Instruction to Candidate :-

Candidate must read & follow the “Terms & Conditions” carefully, displayed after opting ‘**ADMISSION AND PARTIAL FEE PAYMENT**’ given on JOSAA website.

The following documents are required to be sent on Email Id: [ugadmission2020@spabhupal.ac.in](mailto:ugadmission2020@spabhupal.ac.in)

1. Admission form available on SPA, Bhopal website [www.spabhupal.ac.in](http://www.spabhupal.ac.in) should be duly filled up with self-attested photographs.
2. Fee Receipt (Both CSAB & SPAB) if any
3. Copy of Aadhar Card/other photo identity proof.
4. Copy of Admit Card issued by the JEE main 2020.
5. Copy of Rank Card for the JEE-2020 issued by National Testing Agency.
6. Provisional allotment and admission letter issued by CSAB/ JOSAA.
7. Gap certificate if any
8. Certificate & Statement of Marks of the 10th Standard & Date of Birth Certificate.
9. Certificate & Statement of Marks for the Senior Secondary School Examination.
10. Character, Migration and Transfer Certificate.
11. Certificate of SC /ST / OBC-NCL/EWS and PwD as per prescribed format of CSAB-2020
12. Physical Fitness Certificate from the MBBS Doctor.
13. Scan copy of Anti-Ragging affidavits from student and parents/ guardians fill online and take printout send signed copy the website reference is given ([https://www.antiragging.in/Site/Affidavits\\_Registration.aspx](https://www.antiragging.in/Site/Affidavits_Registration.aspx)).



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## 14. Fee Structure for I semester (UG-2020):

Details of Institutes Fees	GEN/EWS/OBC-NCL	Pwd in GEN/EWS/OBC-NCL	SC/ST	Pwd in SC/ST
TUITION FEE & OTHER FEES* (Detail fee structure available on website)	59300/-	59300/-	34300/-	34300/-
Processing Fee Deducted By JOSAA	2000/-	2000/-	2000/-	2000/-
<b>Total</b>	<b>61300/-</b>	<b>61300/-</b>	<b>36300/-</b>	<b>36300/-</b>

\*All students are required to pay above fees after adjusting amount paid through JOSAA portal as the case may be as per Category .

\*If any student has not paid this amount in JOSAA portal, the deficit amount is to be paid through SBI I-collect of which link is provided in the SPAB website and if any student has paid fees in excess and if the same is transferred to this Institute by JOSAA, the excess fees will be adjusted in future semester or refunded on request.

\* Current Hostel Fee is ₹ 9150 for a semester. This is not included currently due to COVID-19. When the Institute will open, it will be paid on pro rata basis.

\* The mess expenses have to be paid by the students directly to the vendor and hence not included in these fees.

\* Students using Coolers will have to pay additional charges of electricity and water.

\* Refund (if permissible) will be processed as per refund rule of SPAB.



## IMPORTANT INSTRUCTIONS TO CANDIDATES: REGARDING ADMISSION

### IN NIT+ SYSTEM (NITs, IEST Shibpur, IITs, GFTIs)

**All the candidates who have accepted a seat in JoSAA-2020 (Rounds 1-6) are required to read the following instructions carefully:**

In view of the COVID-19 Pandemic, it has been decided to conduct the admission process of NIT+ System in online mode with following TWO Steps.

**STEP-1: DURING 9<sup>TH</sup>-13<sup>TH</sup> NOVEMBER, 2020 AS NOTIFIED IN JOSAA-2020 SCHEDULE, ALLOTTED CANDIDATES ARE REQUIRED TO PAY THE PARTIAL ADMISSION FEE AT JOSAA PORTAL ONLY TO SECURE THE ADMISSION.**

**STEP-2: DURING 16<sup>TH</sup>-21<sup>ST</sup> NOVEMBER, 2020 AS PER UPDATED JOSAA-2020 SCHEDULE, CANDIDATES ARE REQUIRED TO REPORT ONLINE AT ADMITTING INSTITUTE FOR COMPLETING ADMISSION FORMALITIES AS PER THE INSTRUCTIONS AVAILABLE ON THE WEBSITE OF THE ALLOTTED INSTITUTE.**

**CANDIDATES WHO WANT TO PARTICIPATE IN CSAB SPECIAL ROUNDS NEED NOT TO COMPLETE STEP-2 OF ADMISSION PROCESS MENTIONED ABOVE. SUCH CANDIDATES CAN COMPLETE THE STEP-2 AFTER CSAB SPECIAL ROUNDS OF COUNSELLING AT THEIR FINALLY ALLOTTED INSTITUTION DURING 25<sup>TH</sup> -30<sup>TH</sup> NOVEMBER,2020.**

### **DETAILS OF THE ABOVE TWO STEPS ARE AS FOLLOWS**

#### **STEP-1:**

**As a part of the admission process in NIT + System, it is mandatory for each candidate to pay PARTIAL ADMISSION FEE during 9<sup>th</sup> to 13<sup>th</sup>, November, 2020, who has accepted his/her seat in JoSAA-2020 Rounds 1-6 and wants to retain his/her allotted seat. For this he/she has to login to his/her account on JoSAA Portal and MUST pay the**

partial admission fee, otherwise the allotted seat will be **CANCELLED** and treated as **VACANT**.

**THERE IS NO NEED TO REPORT AT ALLOTTED INSTITUTE FOR ONLINE ADMISSION DURING THIS PERIOD (9<sup>th</sup> to 13<sup>th</sup>, November, 2020).**

In order to secure the admission, each candidate is required to complete the followings:

- ✓ All the candidates who have accepted a seat during JoSAA rounds 1-6 are required to login to their account on JoSAA portal between 9<sup>th</sup> to 13<sup>th</sup> November, 2020 to **SECURE** the admission in the allotted Institute by depositing the **PARTIAL ADMISSION FEE**.
- ✓ After login on the JoSAA portal, they have to opt for the ‘**ADMISSION AND PARTIAL FEE PAYMENT**’ option.
- ✓ They must read and follow the ‘terms and conditions’ carefully, displayed after opting ‘**ADMISSION AND PARTIAL FEE PAYMENT**’ option.
- ✓ After agreeing to the ‘terms and conditions’ of the admission, they are required to pay the Partial admission fee (**Rs. 40000/- for GEN, GEN-EWS, OBC-NCL and Rs. 20000/- for SC, ST, PwD candidates**) by clicking the link given on the JoSAA-2020 portal. The partial admission fee can be paid using Net Banking / Debit card / Credit card or State Bank of India e-challan.

**Candidates who do not pay PARTIAL ADMISSION FEE during 9<sup>th</sup> -13<sup>th</sup> November, 2020 will be treated as candidates who are not interested in taking admission in their allotted institute HENCE, their allotted seat will be CANCELLED. However, they are eligible for participation in CSAB SPECIAL VACANT SEATS FILLING ROUNDS (henceforth known as CSAB-Special Rounds). They should visit the CSAB website (<https://csab.nic.in/>) for details regarding the registration and participation in CSAB special round.**

#### **STEP-2:**

After the successful payment of the Partial Admission Fee, those candidates

- a. Who want to take admission are required to visit the admitting Institute website for ‘**DETAILS OF ADMISSION PROCESS FOR FIRST SEMESTER**

**2020-21**'. Such candidates are required to complete all the admission formalities given on admitting Institute website during **16<sup>th</sup> to 21<sup>st</sup> November, 2020**.

Such candidates are also eligible to participate in CSAB-2020 special round. However, refund of Fee deposited at the admitted institute (if applicable), in such cases will be governed by admitted institute rules.

- b. Who want to participate in CSAB-2020 special round and have not completed admission formalities at the admitting institute, **MUST** register for CSAB special round. Such candidates will be required to complete the admission formalities after completion of the CSAB-2020 special round at their finally allotted institution during 25<sup>th</sup> – 30<sup>th</sup> November, 2020.

**IMPORTANT NOTE:**

1. The candidates who have **SECURED** admission are also eligible to participate in **CSAB SPECIAL ROUNDS**. Those candidates who want to participate in CSAB Special rounds after completing the payment of Partial Admission Fee, should visit the CSAB website (<https://csab.nic.in/>) for details regarding the registration and participation in CSAB special round.
2. Seat Allotted in the special round will be final allotment and his or her earlier seat, if any will be automatically cancelled. So the candidate should take special care in Choice filling during CSAB special Rounds.
3. Any refund (if permissible) will be governed by the rules of finally Admitting Institution for candidates who have **SECURED** admission.
4. Candidate who wants to participate CSAB-2020 special round must carefully read CSAB-2020 Special Rounds Information Brochure.
5. In case of any ambiguity in interpretation of the points mentioned in this document provisions mentioned in CSAB-2020 Special Round Information Brochure will prevail.



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School of Planning and Architecture, Bhopal  
(An Institution of National Importance, Ministry of Education, Government of India)  
नीलबड रोड, भौरी, भोपाल(म.प्र)- ४६२०३० (भारत)  
Neelbad Road, Bhauri, Bhopal (M.P) Pin- 462030 (India)

## VERIFICATION FORM TO BE FILLED BY STUDENTS

1. Full Name (In Block Letters):- \_\_\_\_\_
2. Course :- Planning  Architecture
3. Category :- Gen/ OBC -NCL/SC/ST/EWS
4. State from which the candidate has passed qualifying \_\_\_\_\_
5. Marks in 12<sup>th</sup> qualifying exam. Aggregate \_\_\_\_\_
6. JEE (All India Rank) \_\_\_\_\_ Merit Marks (JEE) \_\_\_\_\_ Roll No. \_\_\_\_\_

### FOR OFFICE USE ONLY

<u>DOCUMENTS REQUIRED</u>		<u>Yes</u>	<u>No</u>
The application form should be accompanied by the copy of documents			
1.	Matriculation Certificate/Mark Sheet for date of Birth		
2.	10+2 i.e. qualifying Exam. Certificate/Mark Sheet		
3.	Transfer Certificate form Institute last attended		
4.	Migration Certificate		
5.	Character Certificate form Institute last attended		
6.	Score card of JEE		
7.	Medical Certificate from MBBS Doctor		
8.	Certificate of belonging to reserved category SC/ST/OBC -NCL/PH/EWS /PWD as per GOI Format		
9.	Certificate from Civil Surgeon / Medical Board in case of physically handicapped Candidates.		
10.	Four passport size latest photographs		
11.	Passport for foreign students only		
12.	Original provisional Allotment & Admission letter from RC/CSAB/JOSSA		
12-A	Print out of choice filling/locking seat Allotment copy duly signed by candidate		
13.	Copy of online field Anti Ragging undertaking by (students & Parents/Guardians)		
14.	Gap certificate if any		
15.	Aadhar Card (Optional)		

### FEE DETAILS

Ref. No. \_\_\_\_\_ Date \_\_\_\_\_ Amount \_\_\_\_\_

Ref. No. \_\_\_\_\_ Date \_\_\_\_\_ Amount \_\_\_\_\_

Ref. No. \_\_\_\_\_ Date \_\_\_\_\_ Amount \_\_\_\_\_

## UNDER TAKING

I undertake to produce the following documents within \_\_\_\_\_ days (up to \_\_\_\_\_). Otherwise my admission will be treated as cancelled.

1. Character Certificate
2. Transfer Certificate
3. Migration Certificate
4. Medical Certificate
5. Category certificate as per GOI proforma
6. Any other documents required

- a. \_\_\_\_\_
- b. \_\_\_\_\_
- c. \_\_\_\_\_
- d. \_\_\_\_\_

Signature of Candidate

Name \_\_\_\_\_

Date \_\_\_\_\_

Signature of Father/ Guardian

Name \_\_\_\_\_

Date \_\_\_\_\_

**Signature**

Member Admission Committee

Name \_\_\_\_\_

Date \_\_\_\_\_

**INSTRUCTIONS TO CANDIDATES FOR FILLING THE APPLICATION FORM**

- All the information should be filled in BLOCK LETTERS
- Application form should be filled very carefully and legibly.



**School of Planning and Architecture, Bhopal**

**Hindi हिन्दी**

1. (a) (i) विद्यार्थी का नाम \_\_\_\_\_
- (ii) विद्यार्थी के पिता का नाम \_\_\_\_\_
- (iii) विद्यार्थी की माता का नाम \_\_\_\_\_

Passport size  
photographs of  
the applicant

**English अंग्रेजी**

2. (b) (i) Students Name in English \_\_\_\_\_
- (ii) Students Father Name \_\_\_\_\_
- (iii) Students Mother Name \_\_\_\_\_
- (c) Category: Gen/SC/ST/OBC-NCL/PH/EWS \_\_\_\_\_
- (d) Nationality \_\_\_\_\_ Religion \_\_\_\_\_
- (C) Aadhar Card No. \_\_\_\_\_
3. (a) Date of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_ Blood Group
- (b) Place of Birth \_\_\_\_\_ District \_\_\_\_\_ State \_\_\_\_\_
4. Occupation of father/Mothre \_\_\_\_\_
- (i) Designation \_\_\_\_\_
- (ii) Nature of Occupation (Private /Government / Public Sector /Any Other) \_\_\_\_\_
- (iii) Family Annual Income Rs. \_\_\_\_\_

5. Address for Correspondence

Present Address	Permanent Address
_____	_____
_____	_____
_____	_____
Pin _____ Students Contact No. _____	Pin _____ Students Contact No. _____
Students E-mail _____	Students E-mail _____
Parents Contact No. _____	Parents Contact No. _____
Parents E-mail _____	Parents E-mail _____



7. Details of 12<sup>th</sup> qualifying examination passed on the basis of which admission is sought.

a. Name of Examination\_\_\_\_\_

b. Name of Board /University\_\_\_\_\_

c. Roll No.\_\_\_\_\_ Year & Month of examination\_\_\_\_\_

d. Percentage \_\_\_\_\_ No. of attempts made\*\_\_\_\_\_

\*(Passing in one attempt shall mean taking the qualifying examination in all subject or group at the same time)

(A). 10+2 Examination

S.No	Subject	Max. Marks	Marks/Grades Obtained	Distinction, if Any Obtained
1				
2				
3				
4				
5				
6				
7				

(i)Grand Total\_\_\_\_\_ Max. Marks \_\_\_\_\_ Percentage of marks\_\_\_\_\_

(B). Details of Un-accounted period after passing qualifying examination may be mentioned here:

S. No	Name of the College in which admission was sought	Period	
		From	To

8. Whether the candidate was a member of N.C.C./N.S.S.\_\_\_\_\_

9. Proficiency in games and sports \_\_\_\_\_

10. Name of the Local guardian (if any) \_\_\_\_\_

Relationship \_\_\_\_\_ Occupation \_\_\_\_\_

Address\_\_\_\_\_

\_\_\_\_\_ Pin. No \_\_\_\_\_

Mob. No & E-Mail Address \_\_\_\_\_

**DECLARATION BY THE CANDIDATE**

11. I declare that: (a). The information given on the previous pages is correct to the best of my knowledge, if, I found guilty of giving wrong information, I will be liable to be disqualified from admission.

(b). if selected for admission, I promise to abide by the rules and regulation, statutes, ordinance of the Institute and any changes incorporated there in, from time to time and to maintain discipline of the Institute and the hostel.

Place \_\_\_\_\_

Date \_\_\_\_\_

\_\_\_\_\_  
Signature of candidate

**DECLARATION BY THE PARENT/GUARDIAN OF THE CANDIDATE**

12. I hereby solemnly and sincerely affirm that the statement made and information furnished in by son's/ward's application form, as also in all the enclosure however (here to submitted by him/her) are true. Should it, however be found that any information furnished there in is untrue in material particulars, I realize that he / she will forego his / her seat in the Institute.

I promise to abide by any decision taken by the Director or Institute authorities for any branch of my son / ward. I also agree to meet the expenses, both the institute and hostel, in connection with the studies on my son / ward during the entire course. I shall also hold myself responsible and compensative for any damages caused by my son / ward either in the Institute or in the hostel.

I promise to promptly intimate the Institute of any change in my address & arrange to receive promptly any communication from the institute.

Place \_\_\_\_\_

Date \_\_\_\_\_

Name \_\_\_\_\_

Signature of the parent or Guardian

# SCHOOL OF PLANNING AND ARCHITECTURE BHOPAL

## ADMISSION SLIP

Passport Size  
Photograph  
Of the applicant

Date \_\_\_\_\_

Shri/Kumari \_\_\_\_\_

Son/Daughter of Shri \_\_\_\_\_

is admitted to 1<sup>st</sup> Semester B. Planning./B. Architecture Year \_\_\_\_\_ in  
\_\_\_\_\_ branch and is allotted Sch. No. \_\_\_\_\_

### FEE DETAILS

Ref. No. \_\_\_\_\_ Date \_\_\_\_\_ Amount \_\_\_\_\_

Ref. No. \_\_\_\_\_ Date \_\_\_\_\_ Amount \_\_\_\_\_

Ref. No. \_\_\_\_\_ Date \_\_\_\_\_ Amount \_\_\_\_\_

Institute  
Seal

Assistant Registrar  
(Admission & Examination)

# SCHOOL OF PLANNING AND ARCHITECTURE BHOPAL

## ADMISSION SLIP

Passport Size  
Photograph  
Of the applicant

Date \_\_\_\_\_

Shri/Kumari \_\_\_\_\_

Son/Daughter of Shri \_\_\_\_\_

is admitted to 1<sup>st</sup> Semester B. Planning./B. Architecture Year \_\_\_\_\_ in  
\_\_\_\_\_ branch and is allotted Sch. No. \_\_\_\_\_

### FEE DETAILS

Ref. No. \_\_\_\_\_ Date \_\_\_\_\_ Amount \_\_\_\_\_

Ref. No. \_\_\_\_\_ Date \_\_\_\_\_ Amount \_\_\_\_\_

Ref. No. \_\_\_\_\_ Date \_\_\_\_\_ Amount \_\_\_\_\_

Institute  
Seal

Assistant Registrar  
(Admission & Examination)