



BIRLA INSTITUTE OF TECHNOLOGY

(Deemed University u/s 3 of UGC Act 1956)

Mesra, Ranchi – 835215 (Jharkhand)

Admission Notification 2016 for 4-year (8-Semester) Bachelor of Hotel Management & Catering Technology Programme

Ref. Adm / BHMCT / 2016-17/1

Date: 01 March 2016

Applications are invited from eligible Class XII / Intermediate pass-out candidates aspiring for admission to Bachelor of Hotel management & catering Technology programme of the Institute at Mesra for the session 2016-17. The programme is full-time and will commence in July 2016.

IMPORTANT DATES

Filling of Online Form begins	1 st March 2016
Last date for submission of online Application Form	15 th June 2016
Last date for receipt of printouts of duly completed forms at Mesra	22 nd June 2016
Tentative dates for Entrance Test	3 rd July 2016
Commencement of Classes from 18th July 2016 (exact date will be notified at later stage)	

(A) Eligibility Criteria:

Candidates must have passed Class 12 / Intermediate or equivalent qualifying examination with 45% (40% for SC/ST) marks in Class 12 / Intermediate or equivalent qualifying examination with English as a subject.

Notes:

- Only those candidates whose date of birth falls on or after 1st October 1991 in case of General / OBC category and 1st October 1986 in case of SC/ST/PwD are eligible for admission. Date of Birth as recorded in the Secondary Education Board Class X (High School) certificate only will be considered as authentic.
- Candidates with foreign diplomas should see the EdCIL website for equivalence (<http://www.edcil.co.in>), and if required should obtain an equivalence certificate from the evaluation division of the AIU (website <http://www.aiuweb.org>).
- In case any Board awards grades instead of marks, the calculation of equivalent marks would be based on the procedure prescribed by the Board.
- At the time of reporting for admission & document verification, selected candidates will be required to produce originals of Pass Certificate of Class 10, Marksheets of Class 10 and Class 12 showing requisite minimum marks, as well as Caste or Special Category certificates in proper format signed by appropriate authority (please see instructions).
- At any level of the studies [Class X or Class XII], a candidate / applicant must have passed all the required subjects at that level from the same Board.

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(B) How to Apply: (Please see Instructions also for details)

1. To start online application, click on the link, create 'username' and 'password' when prompted. Do not share the username and password with any body else.
2. To apply for the BHMCT programme 2016, eligible candidates must complete and submit the online application form available on Institute website www.bitmesra.ac.in. Pay application fee through **State Bank Collect** (any nationalized bank) of Rs.2,500/- (General / OBC candidates) and Rs.1,500/- (for SC/ST candidates). **Fee once remitted shall not be refunded under any circumstances.**
3. Send a printout of the completed form along with required enclosures (see List of Enclosures) in a A4 size envelope by Speed Post / reliable courier (means by which sender may track its movement on internet) to the office of **Dean, Admissions & Academic Coordination, Birla Institute of Technology, Mesra, Ranchi – 835215, to reach positively by the due date.**
4. Write "Application for BHMCT-2016 on top of the envelope".
5. Applications reaching us after the due date are liable to be rejected / may not be processed.
6. Please do not print a blank form and fill it by hand as this will not be accepted.

Note: Candidates should proceed to fill the Online Application Form only after they satisfy themselves that they fulfill all the eligibility criteria.

Important Instructions:

1. All candidates in their own interest should keep photocopies of their completed forms for their own reference.
2. Applications reaching us after the due date are liable to be rejected / may not be processed.
3. Candidate must have adequate proficiency in written & spoken English to cope with the programme as all instruction and examinations will be in English only.

Document verification cum Admission:

The list of candidates to be called for Entrance Test and admission will be notified on the Institute website as per schedule mentioned above. No individual intimation will be sent to candidates.

For queries about admission related procedures and status of application, please contact the Admission Office, BIT Mesra. [Please see directory on the Institute website for contact details of Mesra].

(C) Total number of seats to be offered & Reservation:

Programme	No. of seats to be offered
BHMCT	40

Reservations:

1. For all programmes at the Institute which are supported by any of the respective State Governments, the reservation criteria for the state quota are as per the norms of the respective State Government.
2. For all other programmes the reservation criteria for SC & ST are as per the statutory norms of Central Govt. (SC -15% & ST - 7.5%)
3. The Institute observes statutory reservation for Persons with Disability (3%).
4. Upto 1 seat may be allotted to the candidates who are Sons or Daughters of Kashmiri Migrant who otherwise have qualified for admissions.
5. 50% of the total seats are reserved for candidates who have passed their qualifying examination (Class 12) from Jharkhand State. (The "State of Eligibility" of a candidate for the purpose will be determined on the basis of location of his/her School / College where s/he has passed the qualifying examination.

[In case sufficient numbers of suitable candidates from any group are not available, the Institute reserves the right to fill the seats from the other group].

However the final reservation proportion will depend on notification, if any, issued by competent authority and as accepted by the Institute.

Notes:

1. **The Institute reserves the right to lower the intake in a programme without showing any reason.**
2. **The Institute also reserves the right not to offer a particular programme in case the number of students found to be eligible / admitted is less than 50% in number.**
3. **Please see our website <http://www.bitmesra.ac.in> for course syllabus / any other matters related to admission procedures.**

Examples for writing the name of State while filling the application form:

	State of Eligibility
Qualifying examination (Class XII) from Jharkhand	Jharkhand
Qualifying examination (Class XII) from Rajasthan	Rajasthan
Qualifying examination (Class XII) from West Bengal	West Bengal
Qualifying examination (Class XII) from Uttar Pradesh	Uttar Pradesh
Qualifying examination (Class XII) from Delhi	Delhi

(E) Selection Procedure:

The selection will be made on the basis of performance of the candidate in Entrance test conducted by the Institute. However, candidates must meet the age criteria and other minimum academic requirements (see Eligibility Criteria).

(F) List of enclosures to be submitted along with the completed application form
[This page may be printed for your own convenience and easy reference]

1. One recent colour photograph – [in addition to and same as uploaded on the form] and attached by clip (write your Name and “**BHMCT-2016**” on the back of the photo).
2. Proof of application fee (Transaction receipt) paid through State Bank Collect.
3. Photocopies of following documents and certificates (write your Name, telephone / mobile number and ‘BHMCT 2016 applying for’, on the back of each of these papers):
 - a) Pass certificate of Class 10
 - b) Marksheet of Class 10
 - c) Marksheet of Class 12 / Intermediate or equivalent
 - d) Caste certificate (if applicable), which **should be in proper format and signed by appropriate authority of rank not less than SDO.**
 - e) Candidates belonging to other special category [Person with Disability / Kashmiri Migrant] must provide photocopy of certificate in proper format from appropriate authority.
 - f) Photo identification: (Driving license, Passport, PAN Card, Voter ID, College ID, Employee Identification Card are acceptable).

Incomplete applications or applications received without all required enclosures are liable to be rejected / may not be processed.

[About Department of Hotel Management & Catering Technology](#)

The Department of Hotel Management and Catering Technology, established in 2003, offers the 4 Year Bachelor of Hotel Management & Catering Technology (BHMCT) programme, which is approved by the AICTE.

Vision:

The vision of the department is to become a globally recognized academic institution by providing excellence in quality education and provide an environment where student can excel.

Mission:

The mission of the department is

- To educate student to perform challenging hospitality managerial jobs.
- To develop effective teaching learning environment.
- To create world class facilities and ambience for advance level of teaching and practical training.
- To develop students as global citizens.
- To continuously grow and become leader among Institute of Hotel Management.

The foremost objective of the Department is to produce the most competent hospitality professionals to fill various positions in the emerging hospitality sectors. The emphasis is laid on practical application of theoretical lessons through training, laboratory work, hands-on workshops, theme parties, projects and study tours. The Department provides hands-on practical exposure to the students in all the four core areas of Food Production, Food and Beverage Services, Front Office and Accommodation Operations. Students are encouraged to learn and undertake research activities during their course. All students go on "Industrial Exposure Training" for 6 months in various Star Hotels as a part of their curriculum. Apart from Industrial Training, students also go for vocational training in between their semester break. These training are arranged by the Department in various star category hotels in the country.

The department has a very good placement record and all students are placed in reputed star category hotels and chains of restaurants. To name a few – Taj, Oberoi, Leela, Park, ITC, Dominoz, Mainland China etc. Most of the students succeed in attaining more than one offer during their campus selection.

The Department has various well-equipped laboratories such as Food Production Laboratory, Food and Beverage Service Laboratory, Accommodation Operations Laboratory, Front Office Laboratory & Training Bakery. The Departmental and Central libraries provide access to a wide range of hospitality and tourism related books, magazines and research journals including on-line journals to students and faculty members.

The Department has a devoted and well-qualified team of faculty members with a blend of industry experience and academic excellence who are consistently involved in various training, consultancy and research activities. The faculty members put in immense effort for both academic and practical training of the students.

The Department publishes a biannual blind referred national research journal, both printed and online - "JOHAR- a Journal of Hospitality Application and Research", the first of its kind in India. It is being published by Publishing India Group, India. The maiden issue was released in March 2006 and since then nine issues have been published. JOHAR is gaining popularity and respect in the academic field for its research contributions from India and abroad.

The Department regularly organizes workshops, theme parties and events, for the overall development of students and to provide real life experiences in the field of event management. Lectures by professionals from the hotel industry are also regularly organized for the benefit of students.

Co-Curricular Activities & Extra Curricular Activities at the Institute

Co-Curricular Activities at the Institute

The Institute provides facilities for most outdoor and indoor games, and encourages general participation in all of them. We have a modern stadium for athletics and track events, a well-equipped gymnasium, and fine grounds and courts for most games including football, hockey, cricket, basketball, tennis, volleyball, badminton etc. Coaching is also available for most sports.

Any one of the following - P.T. and Games / N.C.C. / N.S.S. / Creative Arts is compulsory, and comprises half a credit unit each in the first, second, third and fourth Semesters of the B. E., BHMCT, B. Pharm. and B. Arch. courses. Grades are assigned at the end of each Semester based on performance and / or written and practical tests.

Physical Training & Games: Students who opt for P.T. & Games have access to all required facilities. Classes are held twice weekly where the students have sessions in exercises and various games under supervision of trained Instructors.

NCC: The 3 Bihar Composite (Technical) Company unit of the National Cadet Corps which is stationed on campus, imparts training to the students, and prepares them for the "B" and "C" Certificate Examinations. A small firing range adjacent to the unit enables cadets to practice in the operation of firearms. They also have access to the firing ranges of the local Army units. Cadets are required to attend camp once a year.

NSS: The National Service Scheme provides students an opportunity to understand social problems and perform useful social work. The teachers concerned interact with the students to explain such problems, say of sanitation awareness in a nearby village, encourage discussions and ideas about how to tackle the same, and supervise visits to the village where the students discuss the problems with the villagers and actively participate in the implementation of the solutions. The N. S. S. students have also organized blood donation camps in a nearby village, and run a night school for the mess servants of the Institute hostels.

Creative Arts: Students who opt for Creative Arts as their co-curricular subject attend a number of theory classes in literature and fine arts as well as stage performances, etc. They are exposed to different aspects of Creative Arts in their first and second semesters and can opt for a special subject of interest in their third and fourth semesters.

Extra Curricular Activities at the Institute

The Institute has comprehensive facilities for most outdoor sports and games and a host of extracurricular activities, so necessary for the overall and healthy development of young people, and encourages participation in all of them. We have a beautiful sports complex with a modern stadium for track and field events, a well-equipped gymnasium with a modern multi-gym, a spacious new indoor badminton stadium, and fine grounds and courts for football, hockey, cricket, kabaddi, kho-kho, basketball, tennis, volleyball, badminton, etc. Coaching is also available for most sports.

There are also a large number of Student Societies and Clubs, which provide for a great variety of extra-curricular activities, and provide platforms for students to nurture their hobbies and other creative talents for relaxation and entertainment. These Societies and Clubs include:

Dramatics Society, UNESCO Club, News and Publication Society (NAPS), Bhartiya Sahitya Parishad (BSP), Highlanders Adventure Club (HAC), Amateur Radio Society (ARS), Music Club, Fine Arts Society, Photographic Society, Students Chapter of the Institute of Engineers (IE), Students Chapter of IEEE, Students Chapter of IEE, SPIC-MACAY, Nature Club, Audio Visual Educational Club (AVEC) and Indian Association of College Going Scientists (IACGS)

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Drama competitions, music competitions and annual student festivals (ANKUR, BITOTSAV), are conducted on a regular basis. Traditional festivals celebrated with devotion are Saraswati Puja and Viswakarma Puja. The students also organize "Guru ka Langar" on the occasion of the birthday of Guru Govind Singh.

The Institute teams have regularly participated at student festivals and competitions all over the country, including those held by IT-BHU, various IIT's, BITS Pilani and ISM Dhanbad, Rotary International, etc where they have performed creditably and bagged awards in various events, music, drama, fine arts, literary events, etc.

The Institute has hosted various Inter-University meets and tournaments at the National and Zonal levels in athletics, tennis, basketball, badminton, volleyball, football and hockey. Institute teams also visit other host Universities to participate in such tournaments. It is worth mentioning that our students have won laurels at national and International events too.

The Institute has also hosted various Inter-University cultural meets, such as:

Inter-University East Zone Drama Festival - 1993

Inter-University National Youth Festival - 1996

Inter-University East Zone National Youth Festival - 2006

Campus Placements

The Training and Placement Department of the Institute organizes the campus recruitment programmes every year where recruiters from diverse domain actively participate to select from amongst the BIT talent pool. Training programmes are also conducted in soft skills as well as technical skills in order to groom the students as per Industrial requirements.

The department has a very good placement record and all students are placed in reputed star category hotels and chains of restaurants. To name a few – Taj, Oberoi, Leela, Park, ITC, Dominoz, Mainland China etc. Most of the students succeed in attaining more than one offer during their campus selection.

Discipline, Rules and Regulations, Hostel, and Medical Examination

Institute Rules & Regulations: For details of Institute rules and regulations, please see booklet provided at the time of admission.

Discipline

The Institute places a very high emphasis on discipline of students both inside and outside the campus. Students must abide by the Institute and Hostel rules and agree to conform to the rules and regulations enforced from time to time. They must not do anything either inside or outside the Institute that will interfere with its orderly governance, discipline and image. Students must attend lectures, tutorials and practical classes regularly. A minimum attendance of 75% in lectures, tutorials and sessionals for each subject is essential for appearing in the Semester Examinations. Thus, students should attend all theory and laboratory classes from the first day of the academic year. In case of absence due to unavoidable circumstances, students are advised to take prior permission from the Dean / Head. In case of absence due to illness, students will have to produce a Medical report signed by attending Physician / Surgeon with an application from their parents or guardians. In such a case, parents/guardians or Hostel Warden should inform the authorities immediately. Students should strike a proper balance between extracurricular activities and academic requirements. A student's participation in extra-curricular activities should not be allowed to interfere in his/her academic schedule.

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During teaching hours, the main lobby, the library, the corridors of the Institute and the area surrounding the Institute are to be observed as silence zones. Students must not cause any disturbance / obstacle in these zones. Students must not indulge in any kind of misconduct or indiscipline or anti-social activities within or outside the campus. Students must not form a group causing any hindrance to the academic and administrative activities of the College. Those found doing so will be punished and strict disciplinary action will be taken by the authorities. Students shall not damage the property of the Institute. Cost of such damage will be recovered from students, parents/guardians of the students.

Students must always carry their Identity Card and produce it on request. In case of loss or damage of Identity Card, the concerned authorities should be informed immediately.

Students are not permitted to enter and use the laboratory / workshop / sports ground if they do not wear appropriate dress. For example, they should enter the laboratory only with apron, cap or mask as instructed. Students should park their cycles in an orderly manner at the cycle stands. Students should follow the rules of the Hostel Mess / Canteen. Students are advised to read the Notice Boards regularly.

Students are strictly prohibited from possessing or consuming spirits, tobacco products and narcotic drugs either within or outside the campus, and if found violating this will be rusticated immediately, without warning.

Ragging in any form inside or outside the campus is strictly prohibited by law. Any students found ragging other students will be summarily expelled from the Institute and dealt with as per the directive of Hon. Supreme Court/Hon. High Court.

Each student must read the “UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009” on the UGC website. Each student admitted to any of the Institute’s programmes must submit the two completed affidavits [one from candidate and one from parents] at the time of admission. [for details please see last page of this notification].

Hostel

All students are required to reside in one of the Institute Hostels, to which they are allotted, and must take food along with other inmates of the hostel in the common Mess. There are separate hostels for girl students.

Medical

All selected students will be required to undergo medical examination by a Medical Officer of the Institute and their admission is subject to being found medically fit for the Programme. Therefore, candidates, for their own satisfaction, are advised to get themselves examined by a registered medical practitioner.

The Institute at Mesra is located in a spacious green campus. There are small forests with a large number of trees – mostly sal trees which are native to Chotanagpur. These sal trees and a number of other trees and plants have their flowering season during mid-February to early April, and this sometimes leads to a large pollen content in the air. It has been noted that some people who are allergic or susceptible to pollen from these sal trees / other plants may develop some health problems / breathing problems or their existing problems may be aggravated during these weeks, as also during some other months of the year when other plants flower. Thus, such candidates who are known to be sensitive or susceptible to pollen from trees or other plants are required to get allergy tests done / take advice from their physicians / a specialist before taking admission at Birla Institute of Technology, Mesra, Ranchi.

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Applicability of Regulations for the time being in force, Disclaimer and Legal Jurisdiction: In Force

Notwithstanding the nature of a programme spread over more than one academic year, the regulations in force at the time a student joins a programme shall hold good only for the examinations held during or at the end of the semester. Nothing in these regulations shall be deemed to debar the Institute from amending the regulations subsequently and the amended regulations, if any, shall apply to all students old or new, as specified therein.

Disclaimer

The statements made in this Information Brochure and all other information, contained herein are believed to be correct at the time of publication. However, the Institute reserves the right to make at any or without notice, changes in and additions to the regulations, conditions governing the conduct of students, requirements for degree, fees and any other information, or statements contained in this Information Brochure. No responsibility will be accepted by the Institute for hardship or expense encountered by its students or any other person for such changes, additions, omissions or errors, no matter how they are caused.

Legal Jurisdiction

All disputes will be subject to jurisdiction of the Civil Courts at Ranchi city only.

[Anti-ragging Affidavit](#)

How can fill Online affidavits and Why?

1. It is mandatory for every student and his/her parents to submit an anti-ragging affidavit at the time of admission. These are UGC's regulations.
2. It is the order of the Hon. Supreme Court that contact details of students must be collected from these affidavits and stored electronically at a central location.

It is a simple procedure comprising 3 steps

Step 1: Log on to

www.ANTIRAGGING.in

or

www.AMANMOVEMENT.org

Click on the button called 'On line affidavits'

Step 2: Fill in the information as desired and submit the form.

Step 3: On successful completion you will receive affidavits, both for Students and Parents, through E-mail.

Note:

- **If you do not have an E-mail address please create one before you fill an affidavit forms.**
- If your mother or father or guardian does not have a phone or a mobile phone or email then please give the numbers / email of their friends or relations or neighbors.
- If you do not have a mobile number, then please give the mobile number of your friend in the Institute.

After filling this form successfully you will receive the Student's Anti Ragging Affidavit and the Parents Anti Ragging Affidavit in your Email. Please print both the Affidavits, sign them yourself, request your parents to read the details and request them to sign their affidavit and then submit both during admission.