**BITT Group of Institutions Celebrating it's 27 Glorious years** 

# BITT POLYTECHNIC

(Approved by AICTE, New Delhi & Affiliated to Jharkhand University of Technology, Ranchi)

RUN AND MANAGED BY BIRSA INSTITUTE OF TECHNOLOGY (TRUST) - BITT

मानवता की सेवा, सभी के लिए सर्वश्रेष्ट शिक्षा













**UNIT OF BITT** 

हमारे सभी विद्यार्थियों एवं सहयोगियों को हमारी २७ वर्षों की गौरवशाली यात्रा का हिस्सा बनने के लिए धन्यवाद.

आपका विश्वास ही हमारी निरंतर सफलता की प्रेरणा है।

सर्वश्रेष्ट पॉलीटेक्निक संस्थान, सर्वोत्तम पढ़ाओ, सर्वोत्तम बनाओ।

BITT-G/NOTICE/2022-23/ 10266

Dated: 21/02/2022

# **NOTICE**

# Academic Calendar for 1<sup>st</sup> Semester (Regular) and 3<sup>rd</sup> Semester (LE) Diploma Engineering Students (EE, ECE, ME, CE & CSE) (Session 2021-24)

In the view of COVID-19 and in continuation of the wake of the circular issued by the "Jharkhand Government" stating that Polytechnic are permitted to operate offline classes. BITT Polytechnic has decided to start the offline classes of Semester 1<sup>st</sup> and 3<sup>rd</sup> from 04.03.2022 with strict adherence to SOP (Standard Operating Procedure) of Jharkhand Government. The mode of conduct for classes and other academic activities will continue in offline mode till the further guidelines and or as per Govt. directives. So, the students are strictly advised to adhere the SOP of Jharkhand Govt. and Covid-19 like:

- Wearing the mask covering the mouth and nostrils will be compulsory for all.
- Strict hand hygiene routine to be followed through hand wash and sanitizers.
- Sharing of notebooks, Tiffin, water bottle etc. is not allowed.
- Compulsory vaccination of both doses of Covid-19 vaccine, to be submitted at the college.
- Parent's/Guardians' consent letter for attending offline classes

The academic calendar for academic year 2021-22 is as below-

For 1 <sup>st</sup> Semester (Regular) and 3 <sup>rd</sup> Semester (LE) Diploma Engineering Students (EE, ECE, ME, CE & CSE)	
BITT Digital WhatsApp Group formation	22 <sup>nd</sup> Feb 2022
Last date for Fee submission (If any dues)	28 <sup>th</sup> Feb 2022
Last date for Due Document submission (If any dues)	1 <sup>st</sup> March 2022
Compulsory Vaccination of both doses of Covid-19 vaccine, to be submitted at the college.	1 <sup>st</sup> March 2022
Parent's/Guardians' consent letter for attending offline classes, to be submitted at the college.	1 <sup>st</sup> March 2022
Reporting / Mentoring (Introduction)	2 <sup>nd</sup> to 3 <sup>rd</sup> March 2022
Orientation Ceremony for (EE, ECE, ME, CE & CSE) Diploma Students – (Starting Date)	4 <sup>th</sup> March 2022
Induction & Commencement of class 1 <sup>st</sup> & 3 <sup>rd</sup> Semester (EE,ECE,ME,CE & CSE) Diploma Students – (Starting Date)	7 <sup>th</sup> March 2022
Re-Admission / Re-Registration 1 <sup>st</sup> & 3 <sup>rd</sup> Semester (LE)	Announced Soon

Ram Kishor Saraswati Vandana Jan Shiksha Abhiyan (RKSVJSA) Scholarship Interview / online Test / Mock Test / Test / Quiz (1st Sem)	Announced Soon
Announcement of Ram Kishor Saraswati Vandana Jan Shiksha Abhiyan Scholarship (1 <sup>st</sup> Sem)	Announced Soon
1 <sup>st</sup> Internal Examination 1 <sup>st</sup> Semester EE, ECE, CE, ME & CSE Diploma Students	Announced Soon
2 <sup>nd</sup> Internal Examination 1 <sup>st</sup> Semester EE, ECE, CE, ME & CSE Diploma Students	Announced Soon
University Registration for 1 <sup>st</sup> Semester EE, ECE, CE, ME & CSE Diploma Students	As per Notification of University
University Semester Examination Form Submission 1 <sup>st</sup> & 3 <sup>rd</sup> Semester EE, ECE, CE, ME & CSE Diploma Students	As per Notification of University

Special Classes will be arranged for newly admitted students, if they need for BIP.

For details click the below link

http://bit.ly/bittp\_links

**For all Students** 

(Link will be active soon)

Students are also required to visit this URL regularly/frequently for all new updates. URL given as <a href="http://bit.ly/1st\_sem">http://bit.ly/1st\_sem</a>

#### **BITT HELP-DESK:**

BITT Special Student's Care: Should you have any Enquiry / Observations / Suggestions / Grievances / Complaint / Appreciation / Required Support / Willing to Support / Feedbacks, you are being advised to use your communication medium as given instructions within the specified time and days only and they will get a reply within 72 working hrs. No any other communication medium will be entertained for your Queries/Observations/ Suggestions/ Grievances/ Feedbacks. Please reach us on -

**Call BITT Helpline No:** +91- 9470193650 (Days – Monday, Wednesday & Friday, Time- 11:30 AM - 01:30 PM), Only Voice calls will accept during active hrs. & days. It is further advised not to call to any other contact number for Suggestions/Enquiry/Grievances/Complaint/Appreciation/Required Support/Willing to Support.

**BITT WhatsApp Helpline No: 9931080111** (days - Monday - Thursday, Time - 12:30 PM - 02:30 PM), Only WhatsApp query will be accepted during the active hrs. & days. No any voice call will be entertained on this No. It is further advised not to WhatsApp to any other contact number for Suggestions/Enquiry/ Grievances/ Complaint/Appreciation/Required Support/Willing to Support.

BITT BROADCAST NO: +91-7061967009, 993108011 All students are advised to save the above No. in their

phone book diary, because the important information/notices related to academic/non- academic are sent through this BITT BROADCAST NO. **+91-7061967009**, **9931080111**. It is further advised not to call/WhatsApp to this contact number for Suggestions/Enquiry/Grievances/Complaint/Appreciation/Required Support/Willing to Support.

Write us (For any Queries / Observations / Suggestions / Grievances / Feedbacks / Support / Complaint): <a href="mailto:rkbitt@gmail.com">rkbitt@gmail.com</a>. It is further advised not to Email to any other officials for Suggestions/Enquiry/Grievances/ Complaint/Appreciation/Required Support/Willing to Support.

Write us (For documents related queries only): <a href="mailto:bittpolytechnic@yahoo.com">bittpolytechnic@yahoo.com</a> (days between Monday - Thursday, Time- 11:30 AM - 03:00 PM), Only mails will be accepted during active hrs. & days. The students are advised to mail only after taking confirmation on BITT Helpline No: +91-9470193650. It is further advised not to email to any other officials for documents related support/enquiry.

**NOTE 1:** The Students wish to collect the documents of there from the college need to follow the process by getting the email of the college for collection of documents on a specified date, they are advised to collect the documents at the given time otherwise students themselves will be responsible for any inconveniences in collection of documents before or after the date.

**NOTE 2:** In respect of Caution refund (Whose application is submitted in the correct/incorrect format by March, 2020), the students who have been given time for verification or other procedures through the email, will remain the same. So the students are advised to follow the email, sent by the college, otherwise the students themselves are responsible for any inconveniences. Apart from this, no one else will be entertained. Other students regarding Caution refund will be automatically informed by the college through further notice.

NOTE 3: COVID 19 Cases in the third wave of pandemic have started to fall and according to the relevant order of the Home, Prison and Disaster Management Department of the State Government, Government of India and Home, Prison and Disaster Management Department, Government of Jharkhand, in the light of Memo Number 40/CS, dated 01.02.2022 for offline office visit or for any academic/non-academic work or activities, all diploma students of session 2013-16, 2014-17, 2015-18, 2016-19, 2017-20, 2018-21, 2019-22 and 2020-23 will have to seek permission by contacting BITT Helpline No. 9470193650 only (days- Monday, Wednesday, Friday, Time-11:30 AM to 01:30 PM.). So that all the rules & regulations/guidelines/covid protocols are complied with as per the COVID-19 Prevention Act. The institute management will not be liable against any action taken by the district administration and law, if any violation of the rules is found. Therefore, all the students and parents are requested to follow the above rules at all times. We apologize for any inconvenience caused by this. The diploma students of all sessions 2013-16, 2014-17, 2015-18, 2016-19, 2017-20, 2018-21, 2019-22, 2020-23 and 2021-24 are further Informed that they are required to submit their certificate of COVID vaccination (both doses, as per applicable) as per the COVID guideline while visiting the college campus. Therefore, the students are advised to keep the hard copy and soft copy of Covid vaccination certificate so that it can be shown to the respective authorized authorities on demand.

BIRSA INSTITUTE OF TECHNOLOGY (TRUST)- BITT: Indeed, it is pride moment for all of us that BITT Group of Institution is Celebrating it's 27 Glorious Years in field of Technical Education, Scholarship & Serving the Nation in the Excellent way. BITT Polytechnic - मानवता की सेवा, सभी के लिए सर्वश्रेष्ठ शिक्षा (Approved by AICTE, NEW

DELHI & Affiliated to Jharkhand University of Technology) - सर्वश्रेष्ठ पॉलिटेक्निक संस्थान, सर्वोत्तम पढाओ, सर्वोत्तम बनाओं We firmly believe in "Student Centric Approach. So, Be Proactive, Not Reactive!!!" Your kind cooperation in this regard is highly appreciated.

Covid Guidelines: The College has no responsibility in case any of the student, visitors (visiting office) get corona infected the college is following all the COVID protocols keeping the spread of CORONA.

Your co-operation in this regard, will help in containment of spread of COVID-19 virus and various associated variants of Concern (VOCs).

#### Stay Safe & Healthy!!!

With Best Wishes, BITTP, Devi Darshan, Getlatu, Ranchi-835217

For related queries: Admission/Scholarship/Placement/Start-up/Entrepreneurship/Notices/Any details, Visit URL given as: <a href="http://www.bittpolytechnic.com">http://www.bittpolytechnic.com</a>

Gettatu, Ranchi

#### Principal,

#### **BITT Polytechnic**

#### Copy to,

- Hon'ble Chairman, BITTGOI
- 2. Principal
- Assistant Registrar
- All HoDs
- Controller of Examinations
- **Accounts Department**
- 7. Workshops
- Library
- **Notice Board**
- 10. Website
- 11. File

## आपका विश्वास ही हमारी निरंतर सफलता की प्रेरणा है।



















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बेटियां अब बोझ नहीं,

## **CONSENT LETTER**

father/mother/guardian of, studying in your college in
semester of session, give consent to my ward for attending offline classes in the college
premises on my own responsibility.
assure that my ward is vaccinated by both the doses of COVID-19 vaccine, and will follow all the guidelines ssued by government of Jharkhand as well as SOP (Standard Operating Procedure) framed by the state government. Furthermore, my ward will obey the teacher's instructions and abide all the covid protocols. In case of cough, cold, fever or any other symptoms of covid-19, he/she will immediately bring it to the notice of the teacher.
Signature of Father/Mother/Guardian
Mobile. No.:
Date: