



राष्ट्रीय प्रौद्योगिकी संस्थान दिल्ली

NATIONAL INSTITUTE OF TECHNOLOGY DELHI

(मानव संसाधन विकास मंत्रालय, भारत सरकार के अधीन एक स्वायत्त संस्थान)

(An autonomous Institute under the aegis of Ministry of HRD, Govt. of India)

Sector A-7, Institutional Area Narela, Delhi-110040, INDIA

Tele: +9111-27787500-503, Fax: +9111-27787503; Website: www.nitdelhi.ac.in

National Institute of Technology Delhi

Hostel Registration Process Manual



राष्ट्रीय प्रौद्योगिकी संस्थान दिल्ली

NATIONAL INSTITUTE OF TECHNOLOGY DELHI

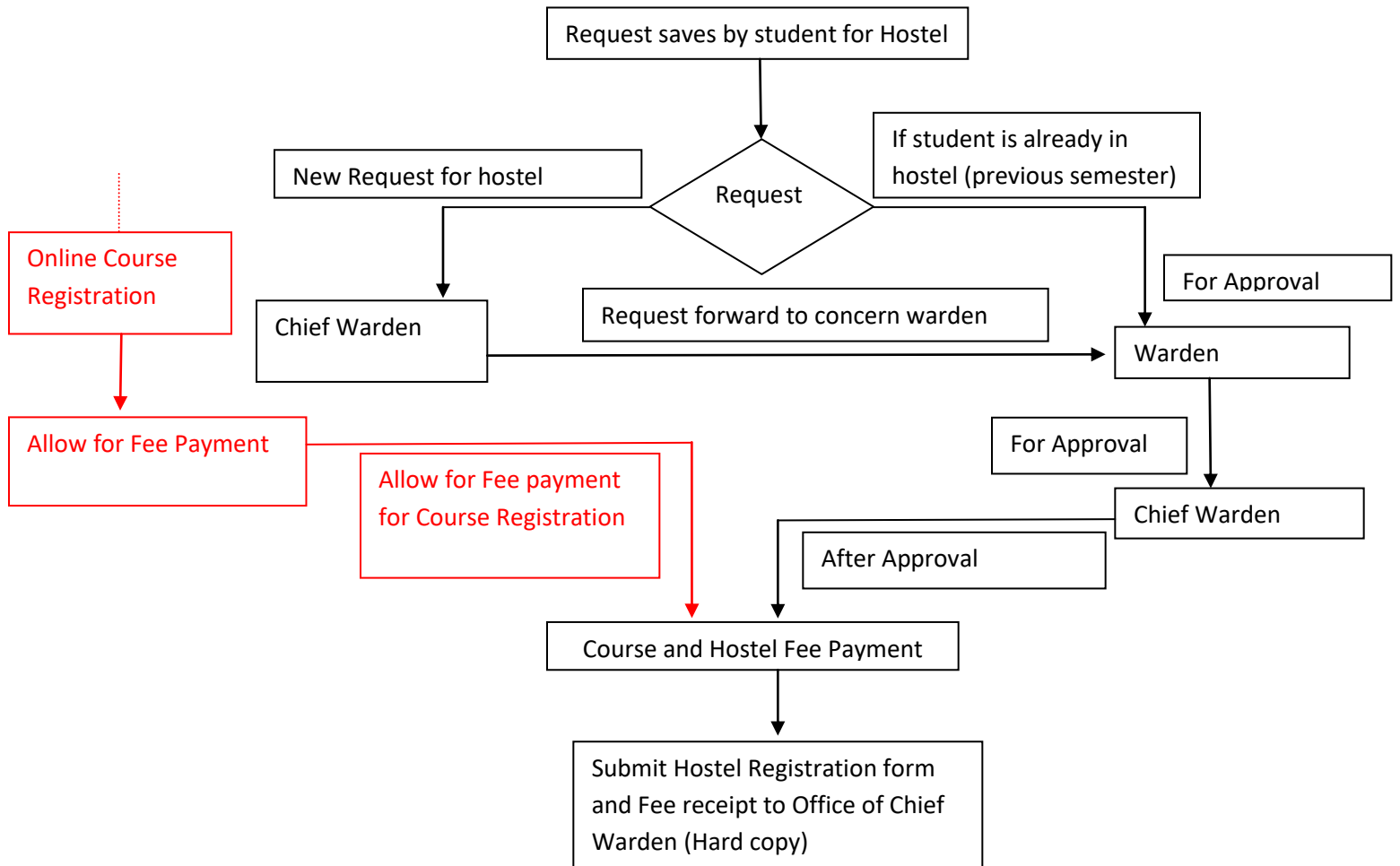
(मानव संसाधन विकास मंत्रालय, भारत सरकार के अधीन एक स्वायत्त संस्थान)

(An autonomous Institute under the aegis of Ministry of HRD, Govt. of India)

Sector A-7, Institutional Area Narela, Delhi-110040, INDIA

Tele: +9111-27787500-503, Fax: +9111-27787503; Website: www.nitdelhi.ac.in

Online Hostel Registration Flow





राष्ट्रीय प्रौद्योगिकी संस्थान दिल्ली

NATIONAL INSTITUTE OF TECHNOLOGY DELHI

(मानव संसाधन विकास मंत्रालय, भारत सरकार के अधीन एक स्वायत्त संस्थान)

(An autonomous Institute under the aegis of Ministry of HRD, Govt. of India)

Sector A-7, Institutional Area Narela, Delhi-110040, INDIA

Tele: +9111-27787500-503, Fax: +9111-27787503; Website: www.nitdelhi.ac.in

GENERAL INSTRUCTIONS

▪ Important Dates

Online hostel registration along with dates of fee payment will be indicated through general notification by the office of hostel administration. However, the same for every semester will be notified at the end of the previous semester through proper notifications.

▪ Mode of Registration:

- Details of online hostel registration and fee payment are given in **Annexure I**.

Contacts for Chief Warden and Wardens regarding hostel registration:

Chief Warden	chiefwarden@nitdelhi.ac.in
Warden, TDI Kundli	ankur@nitdelhi.ac.in
Warden, PG Girls Hostel	ar@nitdelhi.ac.in
Warden, SRHC Hostel	ankur@nitdelhi.ac.in
Warden, YWCA Hostel	nonitasharma@nitdelhi.ac.in

▪ Hostel Registration:

- **Online course registration and online hostel registration may be carried out in parallel fashion.**
- **Only after Course registration and allowed for Fee payment for course registration, students will be allowed to proceed for online hostel registration fee payment.**
- However, **online fee payment against online course registration and online hostel registration can only be done together.**
- For **offline fee payment** for both course and hostel registration, **total fee may be paid through demand draft only.** (No cash payment is possible)
- Immediate after the commencement of online hostel registration, all office of the chief warden and wardens are requested to start approve students for their fee payment on regular basis.
- Any query related to warden approval or hostel related issues may be sorted out by dropping email only to the office of chief warden and wardens. The ERP Team will not entertain these kinds of queries.



राष्ट्रीय प्रौद्योगिकी संस्थान दिल्ली

NATIONAL INSTITUTE OF TECHNOLOGY DELHI

(मानव संसाधन विकास मंत्रालय, भारत सरकार के अधीन एक स्वायत्त संस्थान)

(An autonomous Institute under the aegis of Ministry of HRD, Govt. of India)

Sector A-7, Institutional Area Narela, Delhi-110040, INDIA

Tele: +9111-27787500-503, Fax: +9111-27787503; Website: www.nitdelhi.ac.in

- **Fee Payment:**
- **Students will only be allowed to pay hostel fee after the approval for allow to pay fee for course registration and Chief Warden's online approval for hostel registration.**
- Online payments through Internet banking/ NEFT/ credit/ debit cards will be mostly encouraged.
- Offline payments through Demand Draft only, will be available at NIT Delhi. **No cash payment will be considered.**

Our Bank Details:

Canara Bank

A/c Name: Director, Nit Fee A/c	IFSC Code: CNRB0002983
AIC Number: 276101004077	MICR Code: 110015182
Account Type: Saving Account	Swift Code: CNRBINBDFM

- **For fee payment kindly refer to the fee structure available at NIT Delhi website.**



राष्ट्रीय प्रौद्योगिकी संस्थान दिल्ली

NATIONAL INSTITUTE OF TECHNOLOGY DELHI

(मानव संसाधन विकास मंत्रालय, भारत सरकार के अधीन एक स्वायत्त संस्थान)

(An autonomous Institute under the aegis of Ministry of HRD, Govt. of India)

Sector A-7, Institutional Area Narela, Delhi-110040, INDIA

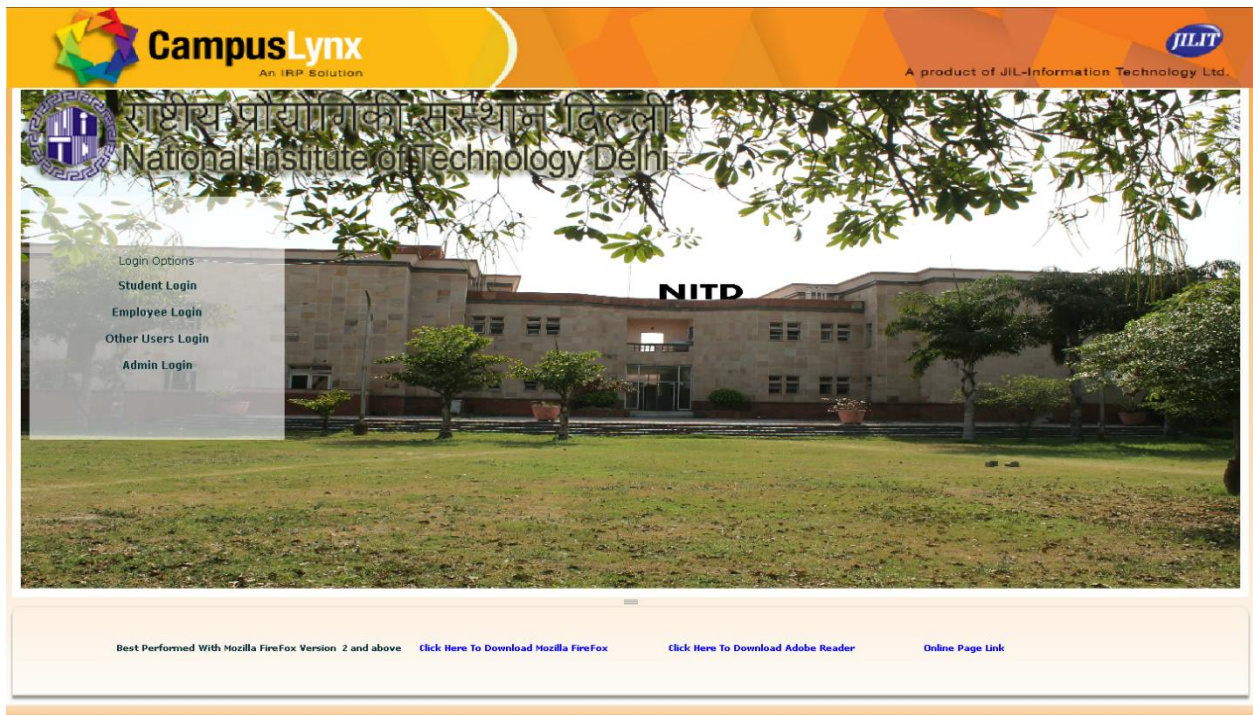
Tele: +9111-27787500-503, Fax: +9111-27787503; Website: www.nitdelhi.ac.in

ANNEXURE I

Student Hostel Registration Procedure in Detail

Student Login:

- NIT Delhi Website: Click on “Internet” (Anywhere) or “Intranet” (Within NIT Delhi Campus).
- From the “Login Options” available, the student will click on the “Student Login” option.



Student Login:

- The Student will be prompted to provide the “User ID” and “Password”.
- Click on “Login” button to login.



राष्ट्रीय प्रौद्योगिकी संस्थान दिल्ली

NATIONAL INSTITUTE OF TECHNOLOGY DELHI

(मानव संसाधन विकास मंत्रालय, भारत सरकार के अधीन एक स्वायत्त संस्थान)

(An autonomous Institute under the aegis of Ministry of HRD, Govt. of India)

Sector A-7, Institutional Area Narela, Delhi-110040, INDIA

Tele: +9111-27787500-503, Fax: +9111-27787503; Website: www.nitdelhi.ac.in

CampusLynx
An IRP Solution

A product of JIL-Information Technology Ltd.

राष्ट्रीय प्रौद्योगिकी संस्थान दिल्ली
National Institute of Technology Delhi

Student Login

User Id: 141100006
Password: [REDACTED]
LogIn Back
Forgot Password Complain Ticket

On Line : Off Line :

Best Performed With Mozilla FireFox Version 2 and above [Click Here To Download Mozilla FireFox](#) [Click Here To Download Adobe Reader](#) [Online Page Link](#)



राष्ट्रीय प्रौद्योगिकी संस्थान दिल्ली

NATIONAL INSTITUTE OF TECHNOLOGY DELHI

(मानव संसाधन विकास मंत्रालय, भारत सरकार के अधीन एक स्वायत्त संस्थान)
(An autonomous Institute under the aegis of Ministry of HRD, Govt. of India)

Sector A-7, Institutional Area Narela, Delhi-110040, INDIA

Tele: +9111-27787500-503, Fax: +9111-27787503; Website: www.nitdelhi.ac.in

Student Front Page:

- Click on: “Go To Student Main Menu”

CampusLynx
An IRP Solution

A product of JIL-Information Technology Ltd.

Notices/Messages

Email List

From	Subject	Date

Welcome 'APDORV ANAND'
User Type: S
Last Login Date-Time : 21/12/2015 at 12:21 PM

WEB Kiosk : [Go to Student Main Menu](#)

[Change Password](#) [Complain Ticket](#)
[Log Out](#) [Your Assigned Faculty](#)

Portal Message List

From	Subject	Date



राष्ट्रीय प्रौद्योगिकी संस्थान दिल्ली

NATIONAL INSTITUTE OF TECHNOLOGY DELHI

(मानव संसाधन विकास मंत्रालय, भारत सरकार के अधीन एक स्वायत्त संस्थान)

(An autonomous Institute under the aegis of Ministry of HRD, Govt. of India)

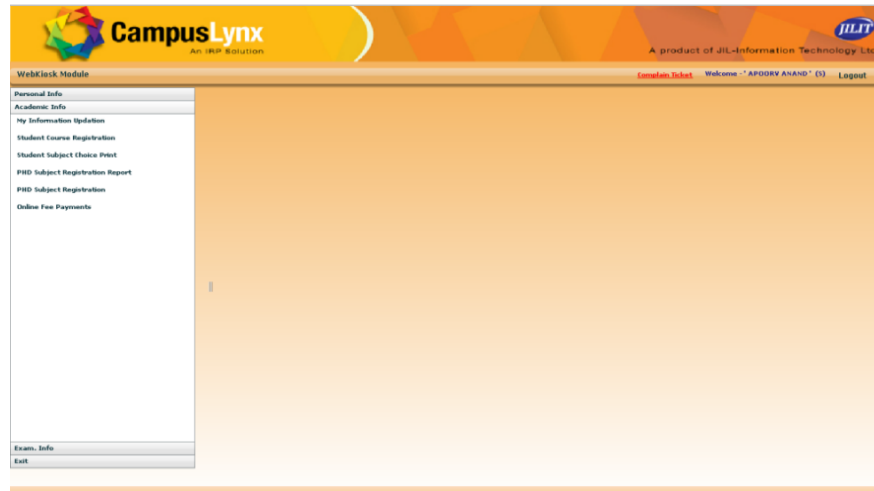
Sector A-7, Institutional Area Narela, Delhi-110040, INDIA

Tele: +9111-27787500-503, Fax: +9111-27787503; Website: www.nitdelhi.ac.in

Student Main Menu :

- Click on: “Academic Info”.

Kindly contact ERP team through erp@nitdelhi.ac.in email address for any technical issue.





राष्ट्रीय प्रौद्योगिकी संस्थान दिल्ली

NATIONAL INSTITUTE OF TECHNOLOGY DELHI

(मानव संसाधन विकास मंत्रालय, भारत सरकार के अधीन एक स्वायत्त संस्थान)
(An autonomous Institute under the aegis of Ministry of HRD, Govt. of India)

Sector A-7, Institutional Area Narela, Delhi-110040, INDIA

Tele: +9111-27787500-503, Fax: +9111-27787503; Website: www.nitdelhi.ac.in

Student Hostel Registration:

- Click on: “Academic Info”.
- Click on: “Request for Hostel Allow or Leave”.

Personal Info

Academic Info

Online Fee Payments

My Fee Receipt

Re-Examination Form

ID Card (New/Lost/Damage) Request

Student Subject Choice Print

Student Certificate Request

My Class Attendance By Student

Request for Hostel Allow or Leave

PHD Subject Registration Report

Hostel

Exam. Info

Exit

Hostel Registration Request

Enrollment No *

Name

Program Branch

Semester Code * Request Type * Request for Hostel Allocation Request for Hostel Leave

Status * Send Request for Approve

Hosteller * Yes No Host Type

Hostel Name

Warden Name

Warden Contact No.

Warden Email

Remarks *

Search

Sl.No	Request No.	Request Date	Hosteller (Yes[H]/No[N])	Remarks	Final Stat



राष्ट्रीय प्रौद्योगिकी संस्थान दिल्ली

NATIONAL INSTITUTE OF TECHNOLOGY DELHI

(मानव संसाधन विकास मंत्रालय, भारत सरकार के अधीन एक स्वायत्त संस्थान)

(An autonomous Institute under the aegis of Ministry of HRD, Govt. of India)

Sector A-7, Institutional Area Narela, Delhi-110040, INDIA

Tele: +9111-27787500-503, Fax: +9111-27787503; Website: www.nitdelhi.ac.in

Student Hostel Registration (Continued):

- Enrollment no., Name, Program, Branch, Section and hostel details (if previously a hostel student) will be automatically displayed for the student who has logged in.
- Select the semester code, choose the **request type (Request for hostel allocation or hostel leave)**.
- Fill the remarks field and save the request.

Hostel Registration Request

Enrollment No. * Name

Program Branch

Semester Code * Request Type * Request for Hostel Allocation Request for Hostel Leave

Status * Send Request for Approve

Hosteller * Yes No Hostel Type

Hostel Name

Warden Name

Warden Contact No.

Warden Email

Remarks *

Search

Sl.No	Request No.	Request Date	Hosteller (Yes[H]/No[N])	Remarks	Final Status	Hostel Type



Request Status view

You can check the status of the request through the field Final Status.

Status * Send Request for Approve

Hosteller * Yes No Hostel Type

Hostel Name

Warden Name

Warden Contact No.

Warden Email

Remarks *

Search

Sl.No	Request No.	Request Date	Hosteller (Yes[H]/No[N])	Remarks	Final Status	Hostel Type
1	HLRQ201710230012	23/10/2017 11:37 AM	H	Please allow for the hostel	Requested By Student	

- After saving the request please waits up to chief warden approval for fee payment.



राष्ट्रीय प्रौद्योगिकी संस्थान दिल्ली

NATIONAL INSTITUTE OF TECHNOLOGY DELHI

(मानव संसाधन विकास मंत्रालय, भारत सरकार के अधीन एक स्वायत्त संस्थान)

(An autonomous Institute under the aegis of Ministry of HRD, Govt. of India)

Sector A-7, Institutional Area Narela, Delhi-110040, INDIA

Tele: +9111-27787500-503, Fax: +9111-27787503; Website: www.nitdelhi.ac.in

Student Fee Payment:

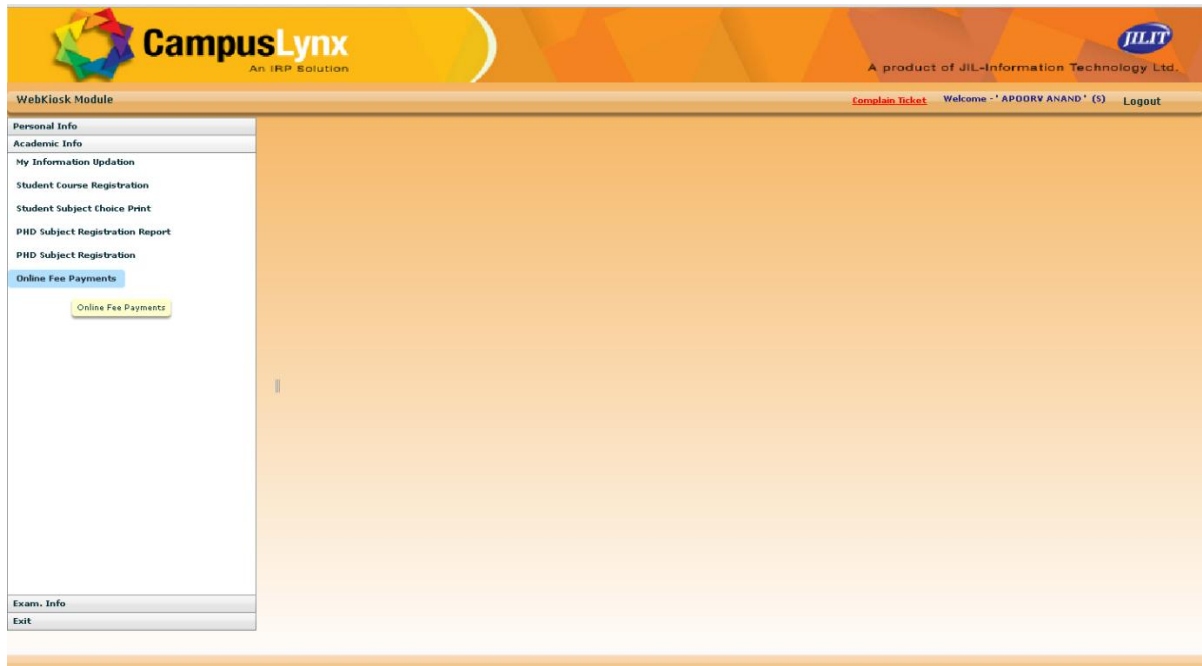
Student only be allowed to pay hostel fee after approval for allow to pay fee for course registration and Chief warden's online approval for hostel registration.

Hostel registration fee may be paid by either of the following two modes:

- On line (Internet Banking/ Credit Card/ Debit Card/ NEFT Transaction etc.)

Student Online Fee Payment:

- Click on: "Academic Info".
- Click on: "Online Fee Payment".



- Hostel Fee will be visible in student account.
- **Important Note:** If student found any discrepancy in Total fee, kindly contact to ERP Team through email id: erp@nitdelhi.ac.in before proceeding for fee payment



राष्ट्रीय प्रौद्योगिकी संस्थान दिल्ली

NATIONAL INSTITUTE OF TECHNOLOGY DELHI

(मानव संसाधन विकास मंत्रालय, भारत सरकार के अधीन एक स्वायत्त संस्थान)
(An autonomous Institute under the aegis of Ministry of HRD, Govt. of India)

Sector A-7, Institutional Area Narela, Delhi-110040, INDIA

Tele: +9111-27787500-503, Fax: +9111-27787503; Website: www.nitdelhi.ac.in

Event Code: 2015ODDSEMFFEE

Enrollment No.: 141100006
Gender: M
Status: A
Student Name: APDORV ANAND
Semester No: 3

Academic Year: 1415
Quota: GENERAL
Program: BTECH
Branch: CS
STY Type: REG

Sr.No.	Event Code	Semester/Semester	Quota	Currency Co	Program Fee	Fine Amnt.	App. Amr	Discount	Paid	Excess Paid	Dues	
1	2015ODDSEMFFEE	3/REG	GEN/OBC	Rs.	53750	0.0	0	0	0	0	53750.00	Pay Now
2	2016 SPRING FEE	4/REG	GEN/OBC	Rs.	45200	0.0	0	0	0	0	45200.00	Pay Now

- Click on the “Pay Now” button for the respective fee to be paid.



Student Online Fee Payment (Payment Gateway):

The screenshot shows the Atom payment gateway interface. At the top, the Atom logo is displayed with the tagline "payment solutions for every business". Below the logo, the "Order Summary" section provides the following information: Merchant Name: Reliance Money, Brand Name: Reliance Money, and Order placed for Amount INR 53750.00 with transaction ID 141100006 at 21 Dec 2015. The payment mode is listed as "IMPS payment Mode".

The "Enter Your Details" section contains three input fields: MMID * (filled with APOORV ANAND), Mobile Number * (filled with 8588968160), and OTP * (empty). To the right of these fields, there are several security and certification logos, including "Verified by VISA", "MasterCard SecureCode", "Certified by VeriSign", and "PCI Compliant Control Case".

At the bottom of the form, the "Total Amount: 53750.00" is displayed in red, followed by a blue "Pay Now" button. The footer of the page includes the text "©Copyrights. All rights reserved. atom Technologies Limited." and a small "POWERED BY: atom" logo.

- The student will enter the "OTP" which will be sent by the bank on the registered mobile number.
- Click on "Pay Now" button for the completion of the payment.



राष्ट्रीय प्रौद्योगिकी संस्थान दिल्ली

NATIONAL INSTITUTE OF TECHNOLOGY DELHI

(मानव संसाधन विकास मंत्रालय, भारत सरकार के अधीन एक स्वायत्त संस्थान)

(An autonomous Institute under the aegis of Ministry of HRD, Govt. of India)

Sector A-7, Institutional Area Narela, Delhi-110040, INDIA

Tele: +9111-27787500-503, Fax: +9111-27787503; Website: www.nitdelhi.ac.in

Student Offline Fee Payment:

If student wishes to pay fees offline then they are requested to follow the following steps:

- After completion of **course and hostel registration** online, students are requested to contact accounts department at NIT Delhi (Admin-I room).
- Students are requested to convey their enrollment number properly to the respective in-charge who will proceed for the proper fee submission.
- Students are requested to come to the institute with a proper demand draft prepared earlier for hostel fee.
- On upon verification and submission of proper fee through accounts department, students will be provided with a receipt of their fee submission.

Student Registration Report Generation:

Personal Info
Academic Info
Online Fee Payments
My Fee Receipt
Re-Examination Form
Student Course Registration
Student Hostel Registration Report
Student Subject Choice Print
Student Certificate Request
My Class Attendance By Student
Request for Hostel Allow or Leave
PHD Subject Registration Report
PHD Subject Registration

Hostel
Exam. Info
Exit

STUDENT HOSTEL REGISTRATION REPORT

Roll No. *
Registration Code *

✓ ✗ ⚠

Generate **student hostel registration** report and submit to office of Chief Warden (duly self attested by the student)

Note: This report is only generated after fee payment.



राष्ट्रीय प्रौद्योगिकी संस्थान दिल्ली

NATIONAL INSTITUTE OF TECHNOLOGY DELHI

(मानव संसाधन विकास मंत्रालय, भारत सरकार के अधीन एक स्वायत्त संस्थान)

(An autonomous Institute under the aegis of Ministry of HRD, Govt. of India)

Sector A-7, Institutional Area Narela, Delhi-110040, INDIA

Tele: +9111-27787500-503, Fax: +9111-27787503; Website: www.nitdelhi.ac.in

Completion of Student Registration:

- After taking the printout of the online generated hostel registration report (self attested) and fee receipt duly verified by the accounts department, students must have to submit the hard copy of the hostel registration report and fee receipt at the office of Chief Warden.
- After this step of the entire procedure, the hostel registration will be considered complete and the students will be allowed to stay in hostel in next semester.

Fee Structure:

Details of fee structure for NIT Delhi students are given in detail in our website (www.nitdelhi.ac.in).

- **Home Page -> Academics -> Fee Structure**

=====