

ADMISSION BULLETIN 2017-18



BITS Pilani
Dubai Campus

BITS Pilani

Birla Institute of Technology & Science, Pilani
Dubai Campus





Birla Institute of Technology & Science, Pilani Dubai Campus

BITS VISION

“What do we propose to do here? We want to teach real science whether it is engineering, chemistry, humanities, physics or any other branch. We want to develop a scientific approach in Pilani, which means there would be no dogma. There will be a search for truth. What we propose to do here is to cultivate a scientific mind.”

The Late Shri G.D. Birla
Founder Chairman, BITS Pilani

“... to prepare young men and women to act as leaders for the promotion of the economic and industrial development of the country and to play a creative role in service to humanity.”

The Late Dr. K.K. Birla
Former Chancellor, BITS Pilani

“What is it that can empower our nation? The most obvious answer is education. Education that enhances livelihoods but also education that is value-based. Education that gives roots and gives wings as well”.

Dr. Kumar Mangalam Birla
Chancellor, BITS Pilani

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Birla Institute of Technology & Science, Pilani Dubai Campus

BITS Pilani, Dubai Campus is the branch campus of the internationally reputed Birla Institute of Technology and Science, Pilani (BITS Pilani), India. It is one of the largest Institutions in the region which is exclusively dedicated to Engineering Education and is located at the Dubai International Academic City.

BITS Pilani is among India's leading institute of higher education and is a deemed university under section 3 of the UGC act. With an illustrious legacy, modern campuses and alumni in leadership positions across the world, BITS Pilani has been the institute of choice for top students year after year.

BITS Pilani is ranked No.1 among the private engineering institutions in India in several media rankings such as Education World, Data Quest, The Week and has set a benchmark by being ranked among the top three technical universities of India by the India Today- Nielsen Survey 2016. BITS Pilani also finds its place among the Top 200 Universities in the QS University rankings- BRICS 2016 and Asia 2016 and Times Higher Education Rankings - Asia 2016.

The Dubai Campus is approved by Ministry of Human Resource Development, Government of India and University Grants Commission (UGC), India and is permitted by Knowledge and Human Development Authority (KHDA), Government of Dubai. The vibrant campus has 1700 students from over 20 countries world-wide. It has state of the art infrastructure and provides an opportunity to acquire best quality education in an international environment from well-experienced, highly qualified and dedicated faculty and research facilities. The Institute has collaboration with over 300 reputed companies across UAE and India to offer internship to its students.

Alumni from this campus have done exceptionally well in all spheres of life. They are holding leading positions in diverse fields in UAE and across the world with more than 1000 leading companies having recruited Dubai Campus graduates. Graduates have been successful in securing admission in more than 75 globally prestigious universities for higher studies and doctoral programmes. Many alumni are also successful entrepreneurs.

The academic flexibilities and facilities provide a host of opportunities for the students to participate in inter and intra university co-curricular and extracurricular activities. Students participate in international and national competitions and win top awards and bring accolades to the institute.

The institute has entered into academic collaborations with several leading universities for admission into graduate programmes, joint research, credits transfer etc. With ample opportunities for professional activities at the campus, BITS Pilani is among the very few institutions in the Middle East to have recognized student chapters of professional societies such as IEEE, ASHRAE, ASME, SAE, ACM, MEA and many more.

PART I - FIRST DEGREE PROGRAMMES

1. Programmes of Study

Following Integrated First Degree Programmes are available for Admissions 2017-18. The normal duration of the above programmes is 4 years (8 semesters).

- B.E. Chemical Engineering
- B.E. Civil Engineering
- B.E. Electrical & Electronics Engineering
- B.E. Mechanical Engineering
- B.E. Computer Science
- B.E. Electronics & Instrumentation Engineering
- B.E. Biotechnology
- B.E. Electronics & Communication Engineering

All degree programmes have the option of Practice School or Thesis/Seminar. The students of any of these programmes are well prepared after graduation for:

- (i) admission to higher degree programmes in the best universities of the world;
- (ii) a good career in teaching & research;
- (iii) multi-disciplinary professional career; or
- (iv) entrepreneurship ventures.

2. Eligibility Criteria

- 2.1 For admission to any of the above programmes, Candidates must have passed the requisite Qualifying Examination, which is the General Secondary Education Certificate Examination of Ministry of Education, UAE or Senior School Certificate Examination of the Central Board of Secondary Education (CBSE-12th grade), New Delhi, India, or Advance Level from Cambridge International Examination / Edexcel or its equivalent from any recognized State, National or International board with Physics, Chemistry and Maths. (Please refer Equivalency Table on the web-site for equivalences. If your high school board is not found in the equivalency table, clarification can be sought from the Admissions Office).
- 2.2 The candidates must have obtained a minimum 60% overall aggregate* of marks in the qualifying examination** and must have a minimum aggregate of 60% in Physics, Chemistry & Mathematics subjects with at least 50% marks in each subject. However, for admission to B.E. Biotechnology, Candidates with Physics, Chemistry and Biology will also be accepted with a minimum aggregate of 60% in Physics, Chemistry & Biology subjects with at least 50% marks in each subject. If a Candidate has secured less than 50% marks in any one of these subjects - Physics, Chemistry, Mathematics / Biology but has passed in the subjects and meets the aggregate criteria mentioned above, he/she may be considered for provisional admission. The admission will be confirmed only upon the successful completion of a remedial course in that subject with a minimum grade of 'C', offered by the institute preferably before the commencement of the first semester. If instead of marks any letter grades or GPA are awarded (or any other system of evaluation), their equivalences in marks will be decided by the Admissions Committee.
- 2.3 English is the medium of instruction, therefore good proficiency in English is essential for admission. Candidates who have completed their qualifying examination from Non-English medium must have secured a minimum TOEFL Score of 500 in paper based test or 61 in internet based test or have an IELTS Score of 5 or above. If necessary, they will also be assessed by a campus committee for English comprehension.

**Aggregate: Aggregate is the total marks of all subjects in the Qualifying Examination, considered essential by the Board /University for passing the examination. The Aggregate must compulsorily contain the required subjects, namely, Physics, Chemistry and Mathematics or Biology (For Biotechnology). The position in the merit list will be based only on this aggregate.*

***If a candidate has taken more than one attempt in the Qualifying Examination or its equivalent, only his/her latest performance is considered, provided this attempt has been for the full component of subjects/courses prescribed.*

3. Admission Modality

Admission is based entirely on the Candidate's merit, facilities available and availability of seats in the discipline preferred. Since BITS Pilani, Dubai Campus is primarily established to cater to the educational requirements of the residents of the GCC Countries (UAE, KSA, Bahrain, Kuwait, Oman & Qatar), the selection process takes place through merit lists for the GCC and Non-GCC candidates. Candidates from GCC countries are offered admission on priority.

Candidates who are "Residents" of any GCC country or have their parent(s) as "Residents" in any GCC country will be treated as GCC candidates. All GCC candidates are required to submit the passport copy of their parent residing in the GCC Country with valid Residence Visa Stamp as proof of residence in the GCC Country. All other aspects governing admission to BITS Pilani, Dubai Campus (including Fee Structure, submission of various documents, etc.) are applicable equally to GCC and Non-GCC candidates.

4. Admission Procedure

- 4.1 All applications for each of the categories – GCC and Non-GCC complete in all respects received till last date are scrutinized for preparing the merit list.
- 4.2 A merit list is prepared in the descending order of the aggregate percentage of marks obtained by the candidates in the Qualifying Examination (12th grade or equivalent). There is no separate Admission Test.
- 4.3 Candidates are offered admission based on the merit in the qualifying examination, their programme preferences and availability of seats in each programme.
- 4.4 If a candidate with a higher merit position is not able to get his/her first programme preference due to non-availability of seats in the first preference, his/her second and subsequent preference is considered and offer is made. If none of the given preferences gets allotted, such a candidate is kept in Wait List.(If the candidate does not indicate more than one preference or gives only limited number of preferences, he/she stands to lose the chance of admission. Hence, all candidates are advised to fill all preferences and exercise their preferences with care. Preferences once submitted cannot be changed.)
- 4.5 Candidates who are selected for admission will receive the Admission Offer Letter. To accept the offer of admission, candidate must comply with all the requirements specified in the Admission Offer Letter including submission of various documents and payment of fee on or before the date mentioned in the Admission Offer Letter. Refer Section 7 for details.
- 4.6 If the requirements are not fulfilled by the due date, the admission offer letter will be deemed to be cancelled and the seat will be allotted to other candidates.
- 4.7 Till all admissions are finalized, candidates who are not offered admission will be considered to be on Waiting List for the programmes of their preferences.

Notes:

- a. The candidates should strictly comply with the date deadlines indicated for admission on page 12.
- b. If for any reason a candidate could not send his/her application so as to reach the Institute within the stipulated deadline and if he/she is still desirous of being considered for admission, he/she is required to send along with his/her application all the enclosures and requisite fee. Such applications will be treated as late applications and will be considered for admission, subject to availability of seats.
- c. The Institute's first priority shall be for fresh candidates who have passed the Qualifying Examination in the year of Admission. Any other candidate who has had a gap after passing the Qualifying Examination must describe in full detail the reason for such a gap and what the candidate did during this gap. If this gap is beyond 2 years and is not adequately explained to the satisfaction of the Institute, the candidate will not be considered for admission.
- d. All candidates are expected to submit a medical fitness certificate duly certified by authorized medical practitioner at the time of admission. If the health and handicap of any candidate comes in the way of his/her education, such a candidate will not be considered for admission. However, without prejudice to this policy, candidates, who are physically challenged, will be offered admission subject to meeting the eligibility requirements and provided in the opinion of the Institute their handicap doesn't come in the way of pursuing their degree programme satisfactorily. Hence such candidates must produce a certificate from competent medical authority certifying the same.
- e. Candidates who avail a student residence visa through BITS Pilani, Dubai Campus must note that the pursuance of their study at the Institute depends entirely on the issuance of Student Residence Visa (SRV) by Government of Dubai. If on medical or other grounds the same is denied to them, their admission will automatically stand cancelled and their name will be removed from its rolls. With regard to the rules pertaining to Student Residence Visa, Candidates are requested to refer to its "Terms and Conditions" under the admissions link in the website - www.bits-pilani.ac.in/dubai
- f. After the commencement of the programme, all the copies of the documents submitted by the candidates will be verified with the originals provided by them on the day of orientation. In case of non-genuineness of any document or non-compliance of any of the admission criteria, the admission of the candidate will automatically stand cancelled.

5. Guidelines for Candidates having qualifications from International Examinations

The Institute admits students of all nationalities. Since there is a vast difference in the certifications, grading systems and syllabi of various international examinations (High school certificates issued by the education ministry / board / council of various countries) all such applications are examined on a case-by-case basis. The candidates should enclose with their application, documents regarding the recognition of the board, grading/marking system and calculation of cumulative grade point average / aggregate percentage of marks along with their transcript / rules and regulations for the examinations they have passed well in advance to enable the Institute to determine their eligibility for admission. On submission of all documents, BITS Pilani, Dubai Campus will endeavor to establish its equivalency to a recognized qualifying exam. However, in case such ready equivalence are not available, it will solely be the responsibility of the candidate to furnish certified equivalency information from competent authorities within the stipulated time limit for screening of application. For candidates having such qualifications, the following method is used to compute the aggregate:

- 5.1 If marks are given in the transcript, these marks are taken for computing aggregate.
- 5.2 If marks as well as the grades are given in the transcript, marks are taken for computing aggregate.
- 5.3 If grades and range of marks for each grade is given in the transcript, mean of the range of marks is taken for computing aggregate.
- 5.4 If only grades are given in the transcript, the candidate should submit from appropriate authority equivalent marks/range of marks for the grades to calculate the aggregate marks.
- 5.5 If the evaluation is done by any other method, the candidate should explain the evaluation system and should obtain from appropriate authority equivalent marks / range of marks for such evaluation to calculate aggregate marks. All courses / subjects that are required for passing the qualifying examination will be included for calculating the aggregate. Detailed calculation of aggregate with supporting documents should be enclosed. Candidate should request the examining authorities to send the transcript / mark sheet with relevant documents directly to:

**Admissions Office,
BITS Pilani, Dubai Campus,
Dubai International Academic City,
P.O. Box 345055, Dubai, U.A.E.**

Please note:

- ***The decision of the Institute shall be final and cannot be contested, on all matters of admission and allotment of programmes of study at BITS Pilani, Dubai Campus.***
- ***The jurisdiction in respect of all legal matters in this connection shall be at UAE.***

6. Application Procedure

- 6.1 Read this Admission Bulletin 2017-18 carefully.
- 6.2 The Application Form is available on the website <http://www.bits-pilani.ac.in/dubai/>
All Applications for Admission will be accepted online only.

Online Application procedure: (Read instructions given below before proceeding to fill the online form).

- a. Visit www.bits-pilani.ac.in/dubai/admissionoverview and click on **"Apply Online"** under First Degree Admission.
- b. Enter all the information required carefully and correctly in the online form.
- c. Ensure the correctness of all entered data before submission. Once you confirm the correctness of the entered information and submit the form, the entered data will be recorded and you will not be able to change it.
- d. On submission, you will be allotted a unique reference number and you will be directed to proceed for Application fee payment.
- e. You have an option of paying the fee online through Debit or Credit Card or paying offline either by Cash or Bank Transfer. (Refer 6.4 below for fee details and Part IV- SI.No. 1.1 on page 20 for bank details)
- f. Upon successful completion of online application fee payment you will be allotted a unique application number and you will be instructed to upload your documents.
- g. Upload the required documents (jpeg or pdf format - Refer 6.3 below) and your submission will be complete.
- h. In the event you opt for offline application fee payment (Cash or Bank Transfer), send the proof of fee payment along with Applicant's name and Application reference number by email to admission@dubai.bits-pilani.ac.in for the allotment of unique application number.
- i. Upon receipt of the unique application number, you can proceed to upload the required documents (jpeg or pdf format- Refer 6.3 below) and your submission will be complete.
- j. In all subsequent correspondence with the Institute the candidate must quote this unique application number.

6.3 Documents required to be uploaded with the application form:

- a. Copy of marksheet of the Qualifying Examination, such as General Secondary Education Certificate of Ministry of Education, UAE or Senior School Certificate of CBSE, New Delhi, India or its equivalent. If the result is not available, at the time of applying, leave the marks column in the application blank & fax / email this as soon as the mark sheet is available from the board and not later than the date deadlines mentioned on Page 12. Students from IB, A Level & equivalent boards whose results are not available before the due date can submit a copy of their predicted grades.
- b. Copy of the 10th Grade Marksheet.
- c. Passport copy (first 3 pages and last page). Candidates, who do not possess a valid Passport at the time of applying, must enclose a declaration along with the Application, that they will fax the required Passport pages on or before 3 July, 2017.
- d. Candidates applying under the GCC category must submit the passport copy of the parent residing in the GCC country with valid Residence Visa Stamp.

- e. TOEFL/IELTS Score Report (For candidates from Non-English Medium Schools only).
 - f. Copy of Score Report of BITSAT, if appeared. If the score is not available at the time of applying, upload the same as soon as the result is available.
(Note: BITSAT is not required for admission to Dubai Campus)
- 6.4 Application Fee to be paid at the time of submission of application form:
- An amount of AED 220.00 only (Arab Emirates Dirhams Two hundred and Twenty only) payable online by Debit/Credit Card or payable offline either by Cash or Bank Transfer (Refer page 20 for bank details).
- Application received without application fee will not be considered.
- 6.5 The last date for submitting the Application form is 12 June 2017 for candidates from all the countries.
- 6.6 Incomplete Application will be rejected.

7. Documents to be submitted by candidates offered admission

- 7.1 Original Transfer Certificate / School Leaving Certificate.
- 7.2 Original Conduct Certificate from School.
- 7.3 Ten recent passport size & four stamp size Photographs (Colour photograph showing front image with white background).
- 7.4 Medical Fitness Certificate duly certified by Authorized Medical Practitioner.
- 7.5 Cash / Cheque / Bank Transfer for the required fee amount (Please refer Part IV).
- 7.6 Signed copies of all undertakings and student contracts sent with the Admission Offer Letter.

8. Admission with Advanced Standing

Candidates seeking admission to any First Degree programme of BITS Pilani, Dubai Campus with a preparation higher than the minimum entrance qualification (12th Grade) will be considered for admission at some intermediate stage in a programme under the provisions “Admission with Advanced Standing”, wherein candidate will be given credit for the courses cleared with good academic performance matching with the course requirements of the programme, to which the candidate seeks admission.

Here the guiding principle is two-fold: The courses the candidate has already done before entering the institute need not be repeated and also that the time spent elsewhere is not wasted.

8.1 Eligibility Criteria for Admission with Advanced Standing

In order to be considered for Admission with Advanced Standing, a candidate is required to meet the below criteria.

1. Satisfy the basic eligibility criteria as mentioned under Section 2 above.
2. The academic programme pursued after Grade 12 must be in a recognized and accredited University.
3. Must have completed a minimum of 30 credit hours or 10 courses at university level.
4. At the end of the latest/last semester studied at the university, the minimum overall aggregate must be 70% or a CGPA of 7 on a 10 scale.

Admission will be offered in one of the programmes offered from the campus, clearly indicating the courses which are exempted and expected normal time the candidate will take to complete the degree. The discipline allotment will be done based on the candidate's latest performance, Grade 12 percentage and availability of seats in the discipline preferred by the candidate.

8.2 Course Equivalence Evaluation Criteria

If admission is feasible, the candidate's previous academic record will be scrutinized vis-à-vis the requirements of the programme to which the candidate is seeking admission. Courses with a performance of 60% or above (or equivalent Grade) will only be considered for evaluation. The exemption for a course will be based on an individual evaluation of course studied to determine whether the course is equivalent to the corresponding course offered by BITS Pilani.

A candidate can get a transfer of a maximum of 70 credit hours only.

8.3 Application Procedure

In addition to Application procedure given under Section 6 above, fill up the supplementary information form for advanced standing (available on the website or can be collected from the admissions office), and submit it with the below mentioned additional documents:

- a) Official College Transcript / Mark Sheets for the semesters/ years completed.
- b) Syllabus of courses cleared.
- c) Question Papers of the Examinations for the courses cleared

9. Casual Student

Candidates other than regular students of BITS Pilani who desire to register for some courses to update their knowledge are designated as casual students. Casual students can register for courses on audit only and cannot enroll for a degree. The facility of taking a course on audit is principally conceived to give an opportunity to a candidate to update his/her knowledge. Such a course will not be accepted for the fulfillment of requirements of any program, current or future in BITS Pilani.

This scheme has been devised to take care of students and professionals from various institutions and organizations who express a desire to update their knowledge, although they ipso-facto, have no desire to work for a degree. Persons desiring to register as casual students should apply on the prescribed form within the last date.

10. Second Semester Admission

The structural flexibilities available in the Institute make it possible to admit students in both the semesters. However, in the case of first degree programmes, most of the admissions are made during the first semester itself. The few admissions made for the second semester (January 2018) are essentially to meet the depletion during the first semester and also to get the most outstanding students who could not apply in time for the first semester admissions.

The second semester admissions of the students are merged with the students admitted in the first semester. They may be doing courses with the students admitted in the same academic year or in the next semester (academic year). The total normal duration of programme will be 4 years (Eight semesters). These students also get the option of Practice School.

The Admission Notification for second semester admissions will be issued in October 2017.

11. Important dates in the admission process of first degree programmes.

Event	First Semester	Second Semester
Last date for receipt of Application*	12 June 2017	14 December 2017
Announcement of Admission list and dispatch of Admission offer letters	14 June 2017	17 December 2017
Last date for receipt of acceptance of Admission offer along with required documents and fee	3 July 2017	3 January 2018
Reporting for Admission	19 August 2017	21 January 2018
Orientation	19 August 2017	21 January 2018
Registration	20 August 2017	21 January 2018
Classwork begins	21 August 2017	22 January 2018

**Applications received after the last date may be considered subject to availability of seats.*

PART II - HIGHER DEGREE PROGRAMMES

1. Programmes of Study

The Higher Degree Programmes are uniquely designed and structured to meet the learning aspirations of Engineers who are employed executives, entrepreneurs and professionals. The following Higher Degree Programmes are available at BITS Pilani, Dubai Campus for Admission 2017-2018.

- M.E. Design Engineering
- M.E. Microelectronics
- M.E. Software Systems
- M.B.A. (Master of Business Administration)

Normal duration of the above programmes is 2 years.

We treat these degree programmes as continuing education programmes for employed professionals laying great emphasis on work experience and in-service training along with the academic pursuit. Hence, admissions are given normally to candidates with the below academic qualifications who are already employed or in the pursuit of seeking employment.

2. Eligibility Criteria

A minimum aggregate of 60% in the qualifying degree as indicated below for each programme.

M.E. Design: B.E. / B.Tech. or equivalent in Mechanical Engineering

M.E. Microelectronics: B.E. / B.Tech. or equivalent in EEE/EIE/ECE/CS or M.Sc. Physics

M.E. Software Systems: B.E. / B.Tech. / M.Sc. / M.C.A or equivalent

M.B.A. Programmes: B.E. / B.Tech./ M.Sc. or its equivalent

Applicants whose first or native language is not English must demonstrate good proficiency in English. All candidates should have either completed their qualifying degree in English medium or must have a minimum TOEFL score of 550 (paper) or 210 (computer) or 80 (internet) or IELTS score of at least 6, in every section.

Candidates who are eligible will be required to take an admission interview. The admission will be based on the performance in the qualifying degree and admission interview.

3. Application Procedure

- 3.1 The Application Form is available on www.bits-dubai.ac.in/dubai/
All Applications for Admission will be accepted online only.

Online Application procedure: (Read instructions given below before proceeding to fill the online form).

- a) Visit www.bits-pilani.ac.in/dubai/admissionoverview and click on "**Apply Online**" under Higher Degree Admission.

- b) Enter all the information required carefully and correctly in the online form.
- c) Ensure the correctness of all entered data before submission. Once you confirm the correctness of the entered information and submit the form, the entered data will be recorded and you will not be able to change it.
- d) On submission, you will be allotted a unique reference number and be directed to proceed for Application fee payment.
- e) You have an option of paying the fee online through Debit or Credit Card or paying offline either by Cash or Bank Transfer. (Refer 3.3 below for fee details and Part IV- SI.No. 1.1 on page 20 for bank details)
- f) Upon successful completion of online application fee payment you will be allotted an unique application number and you will be instructed to upload your documents.
- g) Upload the required documents (jpeg or pdf format - Refer 3.2 below) and your submission will be complete.
- h) In the event you opt for offline application fee payment (Cash or Bank Transfer), send the proof of fee payment along with Applicant's name and Application reference number by email to admission@dubai.bits-pilani.ac.in for the allotment of unique application number.
- i) Upon receipt of the unique application number, you can proceed to upload the required documents (jpeg or pdf format- Refer 3.2 below) and your submission will be complete.
- j) In all subsequent correspondence with the Institute the candidate must quote this unique application number.

3.2 Documents required to be uploaded with the application form:

- a) Copy of the 10th Class mark sheet / certificate for date of birth.
- b) Copy of the transcript and degree of Qualifying Examination, such as B.E. / B.Tech. or its equivalent. If the degree copy is not available, at the time of applying, fax/email this as soon as the same is available. If the Transcript is not available, Mark Sheets of all semesters/years of the qualifying degree should be submitted.
- c) Copy of the ID for U.A.E. Nationals. For candidates with other nationalities, Passport copy (first 3 pages and last page), and U.A.E visa page, if holding U.A.E. residence visa. Candidates, who do not possess a valid Passport at the time of applying, must enclose a declaration along with the Application, that they will fax the required Passport pages on or before last date.
- d) TOEFL / IELTS Score Report (For candidates completing their qualifying degree in Non-English Medium).
- e) A 250-word statement of purpose describing what you propose to achieve by doing this programme and your ultimate goal.

- f) Two letters of recommendation in sealed envelopes with at least one letter from an academic source. If your background includes work experience, you may include one reference from one who can comment on your experience. (Format available on website - Filled in letters must be sent in sealed envelope from the recommender or sent by e-mail directly by recommender to admission@dubai.bits-pilani.ac.in)
- g) If you have given preference to M.E. Software Systems, give the details of the courses / projects done by you in the area of computers and software.

3.3 Application Fee to be paid at the time of submission of application form:

An amount of AED 220.00 only (Arab Emirates Dirhams Two hundred and Twenty only) payable online by Debit/Credit Card or payable offline either by Cash or Bank Transfer (Refer page 20 for Bank Details).

Application received without application fee will not be considered

3.4 The last date for submitting the Application form for I Semester is 8 June 2017 & II Semester is 14 December 2017.

4. Admission Procedure

- 4.1 Candidates who are found eligible will be called for an interview. Non-GCC Candidates will be required to appear for the same online.
- 4.2 The admission will be based on the performance in the qualifying degree and admission interview.
- 4.3 Admission offer letters will be issued to selected candidates.
- 4.4 Candidate must comply with all the requirements specified in the Admission Offer-Letter including submission of various documents and payment of fees on or before the date mentioned in the Admission Offer Letter. Refer Part IV for fee details.
- 4.5 If the requirements are not fulfilled by the due date, the admission offer letter will be deemed to be cancelled and the seat will be allotted to other candidates.
- 4.6 If a candidate is not allotted his/her first preference due to non-availability of seats, his / her second preference will be considered, if the candidate is eligible for the same. If none of the given preferences gets allotted, such a candidate is kept in Wait List.

Notes:

- a) The candidates should strictly comply with the deadlines indicated under Section no.5 below.
- b) Applications received after due date will be treated as late applications and may be considered for admission, subject to availability of seats.

- c) Candidates who wish to avail a student residence visa through BITS Pilani, Dubai Campus must note that the pursuance of their study at the Institute depends entirely on the issuance of Student Residence Visa (SRV) by Govt. of Dubai. If on medical or other grounds the visa is denied, the admission will automatically stand cancelled. With regard to the rules pertaining to Student Residence Visa, candidates are requested to refer to "Terms and Conditions" under the admissions link in the website.
- d) The copies of the documents submitted by the candidates will be verified with the originals to be provided by the candidates after the commencement of the programme. In case of non-genuineness of any document or non-compliance of any of the admission criteria, the admission of the candidate will automatically stand cancelled.

5. Important dates in the admission process for Higher Degree Programmes

Event	First Semester Admission	Second Semester Admission
Last date for receipt of Application *	8 June 2017	14 Dec 2017
Admission Interview	18 & 19 June 2017	21 & 22 Dec 2017
Orientation	19 Aug 2017	21 Jan 2018
Registration	20 Aug 2017	21 Jan 2018
Commencement of Classes	21 Aug 2017	22 Jan 2018

**Applications received after the last date may be considered subject to availability of seats.*

PART III – DOCTORAL PROGRAMME

1. Programmes of Study

BITS Pilani, Dubai Campus invites applications for admission to the Doctoral programme for Academic year 2017-18.

Doctor of Philosophy (Ph.D.)

Topics of Research can be chosen from any of the disciplines in which the Institute offers the First and Higher Degree Programmes or any Interdisciplinary or allied areas. Candidates can seek admission to Ph.D. Programme as a full time on-campus student, part-time student or off-campus student (Ph.D. Aspirant Scheme).

2. Eligibility Criteria

M.E./ M.S./M.B.A./M.Phil. of BITS Pilani or its equivalent with a minimum of 60% aggregate.

Apart from the above minimum qualification for admission, candidates applying for Part-Time should be working in an organization located in the close vicinity of the institute and which encourages and facilitates research. The candidate must have a minimum of one-year experience in related field. Candidates applying for Off-Campus should be working in an organization having a collaboration with BITS Pilani and must have a minimum of one-year experience in related field. The admission will be based on the performance in the qualifying degree, experience and admission test. Selected candidates will be provisionally admitted and will be required to clear the Ph.D qualifying exam before proceeding with their research.

3. Application Procedure

3.1 The Application Form is available on the website <http://www.bits-pilani.ac.in/dubai/>.

Online Application procedure: (Read instructions given below before proceeding to fill the online form).

- a) Visit www.bits-pilani.ac.in/dubai/admissionoverview and click on "**Apply Online**" under Ph. D Admission.
- b) If you are a candidate for admission to On-Campus Ph.D. programme, you should fill in the Part I of the application form only.
- c) If you are a candidate for admission to Off-campus/Part time Ph.D. programme, you should fill both Part I and Part II of the application form.
- d) Enter all the information required carefully and correctly in the online form.
- e) Ensure the correctness of all entered data before submission. Once you confirm the correctness of the entered information and submit the form, the entered data will be recorded and you will not be able to change it.
- f) On submission, you will be allotted a unique reference number and you will be directed to proceed for Application fee payment (Refer 3.5 below for Application fee amount).
- g) You have an option of paying the fee online through Debit or Credit Card or paying offline either by Cash or Bank Transfer. (Refer 3.5 below for fee details and Part IV-SI.No. 1.1 on page 20 for bank details).
- h) Upon successful completion of online application fee payment you will be allotted an unique application number and you will be instructed to upload your documents.
- i) Upload the required documents (jpeg or pdf format) and your submission will be complete.

- j) In the event you opt for offline application fee payment (Cash or Bank Transfer) send the proof of fee payment along with Applicant's name and Application reference number by email to admission@dubai.bits-pilani.ac.in for the allotment of unique application number.
- 3.2 For candidates submitting the application and fee online, the system will generate a unique application number. You may note down the number for all future references. For those candidates who are opting for offline submission or payment, a unique application number will be allotted and informed to the candidate by the institute on receipt of the application fee payment details by email. In all subsequent correspondence with the Institute, the candidate must quote this application number.
- 3.3 The following enclosures must be uploaded the Application Form:
- Copy of the Degree Certificate and Transcript / Mark sheets of the First-degree programme.
 - Copy of the Degree Certificate and Transcript/Mark sheets of the Higher-degree programme.
 - List of courses and syllabus of each course prescribed for the fulfillment of the Higher degree.
 - List of Prescribed textbooks for each course.
 - Final examination question papers for each course.
 - Passport copy
- 3.4 Candidates applying as off-campus or part-time students must also add the following enclosures to the above:
- Outline of Proposed Topic of Research
 - Proposed supervisor's consent and his biodata.
 - Consent of supervisor's organisation permitting him to act as supervisor.
 - Nature of his association with the candidate's organisation, if working in a different organisation.
 - Profile of your organisation
 - Declaration by the employer is required for employed and sponsored candidates.
 - Consent or No-Objection Certificate from Parent Organization.
- 3.5 Application Fee to be paid at the time of submission of application form:
- An amount of AED 220.00 only (Arab Emirates Dirhams Two Hundred and Twenty only) payable online by Debit/Credit Card or payable offline either by Cash or Bank Transfer (Refer page 20 for bank details).
- 3.6 The last date for submitting the Application form for I Semester is 8 June 2017 & II Semester is 14 December 2017.

4. Important dates in the admission process for Doctoral Programmes

Event	First Semester Admission	Second Semester Admission
Last date for receipt of Application	8 June 2017	14 Dec 2017
Admission Test / Interview	18 & 19 June 2017	28 Dec 2017
Orientation	19 Aug 2017	21 Jan 2018
Registration	20 Aug 2017	21 Jan 2018
Commencement of Classes	21 Aug 2017	22 Jan 2018

PART IV - FEES, SCHOLARSHIPS & REFUND POLICY

1. Fee structure for Academic Year 2017-18 Admissions

(Each Academic Year consists of two semesters.

First Semester: August-December and Second Semester: January-May)

A. One - Time Fee (Payable at the time of Admission)

FIRST DEGREE PROGRAMMES		HIGHER DEGREE PROGRAMMES		DOCTORAL PROGRAMME	
Application Fee:	: AED 220/-	Application Fee:	: AED. 220/-	Application Fee:	: AED. 220/-
Admission Fee	: AED. 1,700/-	Admission Fee	: AED. 1,700/-	Admission Fee	: AED. 1,700/-
Activity Fee	: AED. 1,000/-	Activity Fee	: AED. 1,000/-	Activity Fee	: AED. 1,000/-
Caution Deposit *	: AED. 5,000/-	Caution Deposit *	: AED. 2,000/-	Caution Deposit *	: AED. 2,000/-
Hostel Caution Deposit*	: AED. 2,000/-	Hostel Caution Deposit*	: AED. 2,000/-	Hostel Caution Deposit*	: AED. 2,000/-

B. Tuition Fee (Payable for each Semester)

FIRST DEGREE PROGRAMMES		HIGHER DEGREE PROGRAMMES		DOCTORAL PROGRAMME	
Tuition fee per Semester : AED. 20,800/- (payable in 2 installments)		Tuition fee per Semester: AED. 15,500/- (payable in 2 installments)		Tuition fee per Semester** : AED. 12,000/- (payable in 2 installments)	
Summer Term Fee : AED. 5,200/- (Payable for PS I after 2nd year)				Thesis Submission Fee : AED. 1,000/-	

C. Visa / Insurance Fee (Payable for each Academic Year)

Visa Fee (For Students on Visa provided by the Institute)

Fresh Visa Fee : AED. 2,900/-

Visa Renewal Fee : AED. 2,150/-

Medical Insurance Fee : AED. 1,550/-

(Currently prevailing Visa Fee, subject to change)

D. Hostel Fee (Only For Hostel Residents)

Hostel Fee per Semester : AED. 15,000/-

Summer Term Fee : AED. 5,200/-

Facility Fee : AED. 750/- per annum

Laundry charges and service charge for using refrigerator in the room are additional and information on the same is available on the website.

E. Transport Fee (Only for Day Scholars availing transport)

For Dubai : AED. 1,750/- per semester

For Sharjah & Ajman : AED. 2,000/- per semester

(Currently prevailing Transport Fee, subject to change)

Note: A fee of AED 3000 per course is applicable for casual students registering for any course on audit only during any semester apart from a one-time Admission fee.

**Refundable on graduation or on leaving the Institute, after due adjustment for damages, breakages caused by the student, if any.*

***1. Full-time On-Campus Ph.D.Scholars will be considered for 80% Tuition Fee waiver and Part-time Ph.D.Scholars will be considered for 70% Tuition Fee waiver for the normal duration of the Programme subject to terms and conditions.*

2. On-Campus and Part-time Ph.D. scholars who are UAE/GCC Nationals may be considered for 100% Tuition Fee waiver subject to terms & conditions.

1.1 Fee Payment Instructions

The above fees can be paid by any one of the modes given below.

- i Payment by Cash: The fee can be paid by Cash in AED or USD at the Fee counter in the Institute.
- ii Payment by Cheque: Payment by cheque will be accepted only if the cheque is from a bank based in UAE. All Cheques should be drawn in favor of "BITS Pilani FZ LLC" and payable in AED at a bank in Dubai. There should be no corrections or alterations on the cheque.
- iii Payment by Telex/ Bank transfer: Payment can be made directly to one of our bank accounts given below through your bank along with collection charges if any. The TT advice/receipt copy received from your bank must be sent to the Accounts department, by fax - 009714-4200838 or email (accounts@dubai.bits-pilani.ac.in), mentioning the name & application number of the student.

Bank	HSBC Bank	Mashreq Bank
Account Title	BITS PILANI FZ LLC	BITS PILANI FZ LLC
Account No.	026-307181-001	010490925119
IBAN	AE4502 000 000 2630 7181 001	AE560330000010490925119
SWIFT Code	BBMEAEAD	BOMLAEAD
Branch	P.O. Box: 66, Main Branch, Dubai, UAE.	Internet city, Dubai, UAE.

Payment by Demand Draft: All Demand Drafts should be drawn in favor of "BITS Pilani FZ LLC" and payable in AED at a bank in Dubai.

Please note that the fee must be paid in full and any charges towards collection or clearance of DD/TT must be borne by the students. The Institute will give credit only to the Net Amount credited in its bank account.

2. Scholarships and Concessions - First Degree Programmes

2.1 For New Admissions

2.1.1 Board Toppers

Candidates who have secured the top position in 12th standard in their respective boards (General Secondary Education Certificate Examination of Ministry of Education, UAE or CBSE-India or any other State, National or International Board) are given a merit scholarship of 50% of the first year tuition fee. The minimum overall aggregate of the candidate must be a minimum of 90% or equivalent in the qualifying exam to avail the scholarship.

2.1.2 Merit in Qualifying Examination

a) Tuition Fee Scholarship

- i. Candidates who have obtained 95% or above in the aggregate of the Qualifying Examination are given a merit scholarship of 40% of first semester tuition fee.
- ii. Candidates who have obtained 90% or above but less than 95% in the aggregate of the Qualifying Examination are given a merit scholarship of 25% of first semester tuition fee.
- iii. Candidates who have obtained 80% or above but less than 90% in the aggregate of the Qualifying Examination are given a merit scholarship of 15% of the first semester tuition fee.

b) Hostel fee Concession

Admitted Candidates who have obtained 90% or above in the aggregate of the Qualifying Examination will be offered a 25% concession in the Hostel fee for the normal duration of the programme (four years). Candidates availing this concession will not be eligible for hostel fee concession under any other category.

2.1.3 Merit in BITSAT 2017 (Online BITS Admission Test)

a) Tuition Fee Scholarship:

Admitted candidates with BITSAT 2017 (or BITSAT 2016) score of 200 or above will be eligible for the following merit scholarship for first semester of Academic Year 2017-18, depending on the score secured in BITSAT.

S. No.	BITSAT Score	Scholarship
1	≥300	75% of Tuition Fee*
2	250 to 299	50% of Tuition Fee*
3	200 to 249	25% of Tuition Fee

The above scholarship is applicable for first semester only (Academic year 2017-18) and subsequently, the students will be eligible for the merit scholarship of the institute as mentioned under 2.2 below.

*Students availing this scholarship will not be eligible for any other Scholarship/Concession in the first semester.

b) Hostel Fee Concession:

Admitted Candidates with BITSAT 2017 (or BITSAT 2016) score of 150 or above will be offered a 25% concession in the Hostel fee for the normal duration of the programme (four years). Candidates availing this concession will not be eligible for hostel fee concession under any other category.

2.2 Merit Scholarship for continuing students

Students with a CGPA of 9.00 or above on a 10.00 scale at the end of previous semester will be given a merit scholarship of 20% of tuition fee for the current semester for the normal duration of the programme.

2.3 Other Special Concessions

2.3.1 For GCC/ Arab Nationals

Meritorious GCC / Arab Nationals will be offered a scholarship of 50% to 75% on the tuition fee for the normal duration of the programme based on their performance in the qualifying examination (Grade 12 or equivalent) and continuity of certain minimum performance during the programme. These scholarships will be restricted to specific number of students under each of the above mentioned scholarship category.

2.3.2 For sudden bereavement of earning member of the family

The Institute helps such students by waiving off 100% tuition fee for a semester for those students who face financial hardships due to the sudden and untimely demise of the sole earning member of their family in that semester. A scholarship of upto 75% can be offered in the subsequent semesters, on a case to case basis, depending on means and need and the overall performance / discipline of the student.

2.3.3 For physically challenged Students

All physically challenged students satisfying the conditions laid out are given a 15% concession on the tuition fee throughout the programme subject to satisfactory academic performance in each semester.

2.3.4 For Sibling

For families that have more than one child enrolled concurrently, a concession of 25% on the tuition fee is offered to the second child until the first child graduates.

3. Scholarships and Concessions - Higher Degree Programmes

3.1 For New Admissions

- a) Merit in Qualifying Examination (B.E./ B.Tech. or its equivalent)
 - (i) Tuition Fee Scholarship: Students who have obtained 75% or above in the aggregate of the Qualifying Examination are given a merit scholarship of 20% of first semester tuition fee.
 - (ii) Hostel Fee Concession: Admitted Candidates who have obtained 80% or above in the aggregate of the Qualifying Examination will be offered a 25% concession in the Hostel fee for the normal duration of the programme (two years).
- b) Students who are UAE Nationals will be offered 50% tuition fee scholarship based on their performance in the qualifying examination and continuity of certain minimum performance during the programme.
- c) BITS Alumni, Candidates from Collaborative Organizations / Companies and Siblings / Parents of continuing students will be offered a 10% concession on the tuition fee, during the normal duration of the programme.
- d) Group Concession for Corporate Executives: Three or more candidates from the same organization seeking admission into any higher degree programme in any semester of academic year 2017-18 would be eligible for a 10% concession on the tuition fee for the normal duration of the programme. subject to continuance and completion of the degree programme by all candidates.

- 3.2 Merit Scholarship for continuing students:** Students with a CGPA of 9.00 or above on a 10.00 scale at the end of previous semester will be given a merit scholarship of 20% of tuition fee for the current semester for the normal duration of the programme.

Please note:

- All students must pay their specified fee at the time of Admission and any amount awarded as scholarship will be adjusted in the subsequent fee payment.
- At any given time, a student can avail more than one scholarship / concession on tuition fee unless otherwise mentioned, provided the total scholarship/concession amount does not exceed more than 50% of the tuition fee amount of that semester including all or any scholarship/concession availed by the student.
- A student can avail hostel fee concession under one category only.
- The decision of the institute shall be final and cannot be contested on all matters of scholarships and concessions at BITS Pilani, Dubai Campus. The institute has the right to discontinue the scholarship/concession at any time in case the student is found guilty in any disciplinary case.
- While Scholarship based on "Merit in Qualifying Examination" will be given automatically based on the Grade 12 / B.E. marks of the student, application for scholarship under all other categories must be submitted within one month from the date of registration to the Admissions Office. Any application received after one month will not be considered.

4. Refund Policy for all programmes

Application Fee, Admission Fee and all Visa related fees are non-refundable.

4.1 Tuition Fee:

- 4.1.1 If a student accepts the admission offer and completes the admission formalities but withdraws before the date of registration, 80% of the first instalment of first semester tuition fee is refundable.
- 4.1.2 If a student withdraws within one week of the date of registration irrespective of whether the student registers or not, 50% of the first instalment of first semester tuition fee is refundable.
- 4.1.3 If a student withdraws after one week of the date of registration irrespective of whether the student registers or not, no tuition fee is refundable.

4.2 Hostel Fee:

- 4.2.1 If a student opts not to avail the hostel facility after paying the hostel fee and if the request for the same is received before the commencement of the semester, 90% of the semester's hostel fee is refundable.
- 4.2.2 If request for not availing the hostel facility is received within one week of the commencement of the semester, 50% of the semester's hostel fee is refundable.
- 4.2.3 If request for not availing the hostel facility is received after one week of the commencement of the semester, the entire first semester's hostel fee is non-refundable.

4.3 Transport Fee:

- 4.3.1 If a student opts not to avail the transport facility after paying the transport fee and if the request for the same is received before the commencement of the semester, 90% of the semester's transport fee paid is refundable.
- 4.3.2 If request for not availing the transport facility is received within two weeks of the commencement of the semester, 50% of the semester's transport fee is refundable.
- 4.3.3 If request for not availing the transport facility is received after two weeks of the commencement of the semester, the entire first semester's transport fee is non refundable.

Note: All refunds will take a minimum of 4 weeks from the date of withdrawal.

BITS Pilani Campuses



BITS Pilani
Dubai Campus