

# Admission FAQs

## FAQs (M.S. by Research)

### 1- What is / are the required fees for filling the application form?.

Category	Application Fee (For Regular period) (In Rs.)	Application Fee (For Extended period) (In Rs.)
Women Candidates	150	650
SC/ST/Pwd Candidates	150	650
All other Candidates	300	800

The fee is to be paid by SBI Internet Banking/ Online Payment System and you do not have to submit the hard copy of the application. Applications without online payment details will not be considered.

APPLICATION FEE IS NON-REFUNDABLE.

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### 2- I am a GATE qualified applicant. Do, I have to register at COAP ?

- Yes. GATE qualified applicants who have applied for admission into a M.S. by Research Programme under TA/ TAP/RA/RAP in IIT Bombay will receive admission offers via COAP only.
  - To access and make a decision on the most preferred choice out of the offers (if any) made by participating Institute(s), each candidate should register and visit COAP. Without registering at COAP, the candidate will not be able to access the offers on COAP. For registration please visit the COAP website.
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### 3- Is COAP Registration Mandatory for MS programme (TA/TAP/RAP category)

Yes, it is mandatory to register on COAP, if you are GATE qualified.

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### 4- My last semester results have not yet been declared. What to fill in aggregate % field ?

- Select the option 'Result Awaited'. No need to mention in the marks. Fill in the aggregate % up to current semester.
  - Your admission will be **provisional** subject to securing the required percentage after the final examination (i.e. aggregate of all the years/semesters)
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### 5- I have done B.Tech./M.,Sc. but I have no GATE. Am I eligible for full-time programme ?

Refer Information Brochure and check your eligibility criteria for admission under various categories.

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**6- I have secured high GATE score but my CGPA or marks required by IIT Bombay is less than the minimum prescribed. Am I eligible to apply ?**

**OR**

**My university has awarded me First class but my aggregate percentage of marks or CGPA as per IIT Bombay norm is less than 60% or 6.75 (on a 10 point scale). I belong to General/OBC category. Am I eligible to apply ?**

Refer Information Brochure - **TABLE-A.3: ELIGIBILITY FOR M.S. by RESEARCH ADMISSION** for details.

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**7- I have a degree from Foreign University. Whether it will be considered for admission at IIT Bombay ?**

You need to submit the "Equivalence Certificate" from Association of Indian Universities (AIU), New Delhi for qualifying Exam and proof of having First class or 60% (55% for SC/ST) marks or equivalent in qualifying examination.

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**8 (a)- I applied for GATE under the General category but now I have got the OBC-NC(Non- creamy layer) certificate on the format prescribed by the Govt. of India. Can I now apply under OBC-NC category ?**

**OR**

**(b)- While filing form of GATE 2024, I had written category as OBC. But now I want to apply through GN category because of unavailability of Non-Creamy Layer, but the portal is not accepting details as category written is GN. What Should I do now ?**

You may edit the Birth Category while filling the application form, selecting the option 'Fill Form'.

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**9- I am OBC-NC candidate, but I do not have the latest OBC-NC certificate. What should I do ?**

- Candidates belonging to **OBC-Non Creamy Layer (OBC-NC)** **MUST** submit **latest** valid OBC-NC certificate at the time of joining, as per the given format. In absence of OBC-NC Certificate in the given Format, you can apply with the Old certificate however, you **MUST** submit the new OBC-NC Certificate at the time of admission, if selected. Please note that in absence of producing latest OBC-NC certificate, if selected, your admission offer stands cancelled/withdrawn.
  - **If you have only OBC certificate then you have to apply under GN/OBC category.**
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**10- I am EWS candidate, but I do not have the latest EWS certificate. What should I do ?**

Candidates needs to submit EWS certificate issued by the Competent Authority in the prescribed format. In absence of EWS Certificate in the given Format, you can apply with the Old certificate/ nortarized undertaking on Rs.100/- stamp paper, however, you **MUST** submit the new EWS Certificate at the time of admission, if selected. Please note that in

absence of producing latest EWS certificate, if selected, your admission offer stands cancelled/withdrawn.

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**11- I am Persons with Disability (PwD) category and my GATE score is high, completed all the formalities and selected for the subsequent round written test/and or interview as well but no communication is received ?**

- PwD candidates will be given to only those who have at least 40% permanent physical disability.
  - Candidates selected are sent offer letter through email/sms and also upon login ONLINE portal they can check their status. If not selected, their status does not change. It will show ('NOT Offered').
  - Further, PwD reservations @ 5% (total 3 seats in M.S.By Research Programme) will be horizontal (i.e. PD candidates will consume seats from their birth category quota). Therefore, if no PwD candidates are selected, the quota as per birth category will be filled.
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**12- I did mistake while filling in the Online Application form ?**

- You can correct any mistakes / make changes in the "finally submitted application" by clicking on the link "UnFreeze Application", before the last date of application.
  - Once the applicant clicks on unfreeze application, the application will be treated as Draft/Un-Submitted Application, which will allow the applicant to make changes.
  - Your application form will NOT be considered for further processing if you do not submit the application form "Finally", even if the applicant has filled it completely and have paid through application fees.
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**13- I am not able to submit the form "Finally". What shall I do? OR I am facing difficulty while filling up the application form. What should I do ?**

Please read the instructions given for filling the application form carefully,

- You need to upload the documents with the original file type [jpeg,jpg,png,PDF].
- You need to make sure that the file names for different documents are not the same. You must avoid null character (" ", / etc.) or copy, cut, paste any sentence from any word document while filling the application form.
- If still the problem persist then you may please click "**REPORT PROBLEM**" button available on the 'online application portal' and wait for a reply. The reply will be send/given by the Technical Team with in 24 hrs.
- "**ONLY**", in case you do not get a reply within 2 working days on "online application portal/by email" then you may send an email with your Secret Key, Gate Registration No., screen shot of the problem to [pgadm@iitb.ac.in](mailto:pgadm@iitb.ac.in) with subject "**Problem reported but not yet solved**".
- If you still do not get a reply within 2 working days then you may send an email to [dracad@iitb.ac.in](mailto:dracad@iitb.ac.in) in with subject "**Problem reported but not yet solved**".

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**14- Is it the consolidated marksheet be uploaded or final semester or the 7<sup>th</sup> & 8<sup>th</sup> semester, or the degree certificate or the convocation certificate ?**

You can upload any documents available with you and if selected you have to submit attested copies of qualifying degree certificate, provisional degree certificate and final transcripts/marksheets on or before the last date for submission of documents, as stated in Information Brochure, failing which, admission will stand cancelled.

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**15- Whom should I contact to find out the shortlisting criteria, date of interview, result of selection candidates? OR**

**I did not receive any email for Written Test and/or Interview or final offer ?**

- Visit the link, <https://acad.iitb.ac.in/admissions/masters/msbyresearch> periodically for updation of shortlisting criteria/ results/ important announcements.
  - Candidates selected are sent offer letter through email/sms and also upon login ONLINE portal they can check their status. If not selected, their status does not change. It will show ('NOT Offered').
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**16- I have applied for admission in M.S. by Research and my GATE score is enough for expecting the call for admission. But, I am not shortlisted for Written test and/or Interview nor received any Call Letter for Written Test and/or Interview though my Gate Score is more than the desired or declared cut-off ?**

- The shortlisting of candidates for Written test and/or Interview under Teaching Assistantship (TA) category depends upon the Minimum Qualifying Cut-off and the **No. of Applicants to be called discipline-wise**. Usually, candidates are called for written test/interview 8-10 times sanctioned intake.
  - Minimum qualifying cut-off displayed on the website is a merely cut-off and is not a guarantee for a call letter/offer letter.
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**17- What happens in case I am not able to submit all required documents before the payment of admission fees ?**

In case you are not able to submit the required documents before the last date of submission of documents, your admission is liable to be cancelled.

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**18- Is there a chance of reschedule of the PG admission interview dates ?**

PG admission dates cannot be reschedule. For more details please keep on checking the IIT Bombay web page <https://acad.iitb.ac.in/admissions/masters/msbyresearch> regularly for updates.

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**19- I have paid the application fee/admission fee and the same is deducted from the Account. However, the status is showing 'Pending'. What should I do ?**

In case the amount is already deducted, do not pay again wait for 2/3 days. The reconciliation process takes atleast 2/3 days for confirmation of amount paid.

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**20- I have paid application fee/admission fee twice ?**

You have to send an email to [pgadm@iitb.ac.in](mailto:pgadm@iitb.ac.in) alongwith the transaction details, Your Name, Applicant ID for refund of additional amount paid.

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**21- I have applied the offer in COAP but did not pay the admission fee ?**

Please refer the offer letter for more details.

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**22- I have applied under OBC-NC/EWS category but I have been offered GN seat. Do I require to submit the OBC-NC/EWS certificate ?**

Yes, you have to submit the OBC-NC/EWS certificate. The birth category given in the application form is final.

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**23- I want to change the details in the application form after the last date of application ?**

No changes are allowed after the last date of application. Application once submitted is "FINAL".

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**24- I am not able to download my application form ?**

Please check your browser or use google chrome.