



भारतीय प्रौद्योगिकी संस्थान दिल्ली Indian Institute of Technology Delhi

Hauz Khas, New Delhi – 110 016.

Tel: (011) 2659-1488

Website : www.iitd.ac.in

No.: IITD/Apprentice/2025/365909

Date: 04/02/2025

NOTICE

Sub.: Schedule of Document Verification for hiring of Apprentices in respect of Advertisement No. IITD/Apprentice (1)/ 2024, dated August 28, 2024.

On the basis of Selection Criteria, following provisionally Shortlisted Applicants indicating only the Student ID registered on NATS 2.0 portal are required to report for Document Verification:

LIST OF PROVISIONALLY SHORTLISTED APPLICANTS (MERITWISE)*:-

Sr. No.	Administration	Estate and Works	Hostel and Guest House
1	AAPVS5197582	AKLTV4665244	No eligible Applicant found for Second round of Document Verification
2	AMHNG4655430	AKLAL5225519	
3	AASDA5191146	ABRMB4671265	
4	AMHPG5201967	AKLPL5169114	
5	AAPVZ5038215	AUPKU5154314	
6	AASKM5180809	ATLRA4911590	
7	ABRSH5229292	AMPSI4770868	
8	AJHRA5214501	AASLA5203308	
9	AMHNS5167932	AORKL5213755	
10	AAPCH5225790	ABRSR0000006	
11	AAPVS5217915	AASBA5170788	
12	AMHPU4783164	AKLER5213403	
13	AAPCH5222415	AAPEG4635705	
14	AJKJA5158056	AWBPN4657151	
15	AHRFR5239559	AUPAZ4904892	
16	AAPCH4910474	AWBPN5092820	
17	ABRBE5213506	EWBD001201000185	
18	AMHAM5225961	AMPCN4652878	

*Reporting for Document Verification does not confer the applicant(s) right for selection as Apprentice at IIT Delhi. Applicant(s) shall be selected on MERIT basis as per available vacancy in respective category and Unit/Office.

- **Document verification shall be done to verify the Document and eligibility criteria as per the advertisement.** It is mandatory to produce requisite documents in **ORIGINAL at the time of Document Verification.**
- All provisionally Shortlisted Applicants called for **Document verification** are advised to fill up and submit the attached format (**Annexure-I**) along with requisite documents, i.e., self-attested copies of Certificates/ testimonials at the time of verification of documents (as mentioned in the application form/ justify the eligibility criteria for the respective position).
- The provisionally Shortlisted Applicants are required to appear for the Document Verification as per the following schedule: -

Sl. No.	Reporting Date	Reporting Time	Venue for Document Verification
1	21.02.2025 (Friday)	09:30 AM	Senate Room, First Floor, Near Director's Office, IIT Delhi

IMPORTANT INSTRUCTIONS

- **The candidates must bring the following documents : -**
 - a) Any identity proof (**in original**) issued by Government Authority for personal verification (i.e. Passport/ Voter Identity Card/ PAN Card/ Aadhar Card/ Any Identity Card issued by Competent Authority).
 - b) **All certificates/ documents** etc. as mentioned in the Application Form in **ORIGINAL along with one set of self-attested photocopies** of the same in support of educational qualification, category (if applicable) etc.
 - c) Class 10th Mark sheet or Class 10th Certificate indicating Date of Birth.
 - d) Qualifying Diploma/Graduation Marksheet and Certificates. The same must clearly indicate the date/month/year of passing the Diploma/Degree Examination.
 - e) Caste Category certificate, if applicable.
 - f) OBC Non-Creamy Layer Certificate should be issued in Financial Year 2024-25 by the Competent Authority in the prescribed format.
 - g) EWS certificate should be issued by the Competent Authority for the Financial Year 2024-25 only based on Income & Asset Certificate for the Financial Year 2023-24.
 - h) PwBD Category certificate only in respect of disability as indicated in the advertisement shall be admissible. Applicants must ensure to carry the original category clearing indicating the disability i.e., VI (B, LV) as mentioned in the advertisement.

- i) AADHAR Card. The applicant must carry AADHAR linked mobile phone number during document verification.
- j) The applicant must have an active Aadhaar seeded bank account and same must be DBT enabled for Direct Benefit Transfer as per Govt of India norms.

The same details must be submitted in the online application by applicants while applying. The Name and Date of Birth of the applicant should be the same as in the Matriculation (10th Class) Certificate, Aadhaar Card and in Bank Account.

To check Bank Account Seeding Status with Aadhaar and DBT enabled status, the applicants may follow the following steps:-

- (a) Go to <https://www.npci.org.in/>
- (b) Click on Consumer tab.
- (c) Click on Bharat Aadhaar Seeding Enabler (BASE)
- (d) Click on Aadhaar Mapped Status.
- (e) Enter Aadhaar Number and OTP received on registered Mobile Number.

Applicants are requested to take print out of page showing the status of Bank Account seeded with Aadhaar and DBT enabled.

For more information please visit [https://bopster.gov.in/mysite/assets/others/announcement/Standard Operating Procedure for DBT Status.pdf](https://bopster.gov.in/mysite/assets/others/announcement/Standard_Operating_Procedure_for_DBT_Status.pdf)

- k) A medical fitness certificate from a Government Hospital must be produced during verification.
- l) The applicant must also ensure that the final total marks in Degree/Diploma as claimed to be qualifying Degree/Diploma must be indicated in percentage. If this is not the case, a certificate indicating conversion to percentage issued by the university, etc. must invariably be submitted.
- m) One passport size latest photograph.

Kindly Note:

- Production of original documents along with self-attested copies is mandatory on the day of Document Verification of the selection process. In the absence of any original document, a self-attested copy of the same shall be accepted, subject to production of the same on the day of joining, if selected.
- However, if applicants are not able to produce either original or self-attested photocopies of the required essential documents as per advertisement for the respective post at the time of document verification, their Candidature shall **be REJECTED**.
- **The applicants appearing in the Document Verification should ensure that they fulfill the eligibility criteria. At any stage of the selection process if it is found that they are either not fulfilling the eligibility criteria or the documents submitted by the applicants are fake**

or the applicants have clandestine antecedents and have suppressed the said information, their candidature shall be rejected.

- The reporting time should be strictly adhered to by the applicants.
- No Applicant would be allowed to enter the Reporting Venue without Valid Govt. ID Proof and a copy of mail received from IIT Delhi.
- **Only selected candidate(s) after successful document verification shall be informed in due course of time for further information regarding selection process i.e., Joining, Contract creation, etc. No queries regarding the outcome of the selection process shall be entertained.**

**Recruitment Cell
IIT Delhi**

INDIAN INSTITUTE OF TECHNOLOGY DELHI**Proforma for Document Verification**

Post applied for	Apprenticeship
Advt. No.	No. IITD/Apprentice (1)/ 2024 Dated 28 August, 2024
Name of the candidate	
Student ID	

Note : (i) All the documents should be self- attested by the candidate and sequentially arranged.

(ii) The remarks column should NOT be left blank. Not Applicable may be mentioned, if required.

Sl. No.	Documents	Page No(s).	Remarks of the verifier (Verified from original) "Yes/No"
1	Application Form submitted at the time of submission of online application.		
2	ID Proof (Aadhar Card / PAN Card / Voter ID Card)		
3	Aadhar Card		
4	Secondary / Class-10 (Marksheet & Certificate)		
5	Higher Secondary/ Class-12 (Marksheet & certificate)		
6	Diploma		
	Marksheet of all semesters / years		
	Certificate		
7	Graduation		
	Marksheet of all semesters / years		
	Degree Certificate		
8	Category Certificate (if any) (SC/ ST/ OBC-NCL*/ EWS*/ PwBD) *Must be issued on or after 01.04.2024.		
9	Bank Account (Linked with Aadhar and DBT enabled)		
10	Medical Fitness Certificate from Government Hospital		
11	Any other documents, please specify _____		

I hereby declare that the above information/ documents are correct to the best of my knowledge and belief.

Date:

Signature of Candidate
Mob:
E-mail ID:

For office use

Comments on verification of documents:

Signature of the verifier (Member)

Signature of In-charge Document Verification Committee