FAQs Regarding Uploading of Online Documents & Forms on S-corner

Ques 1. What to do if I don’t have a PAN card?
Ans. 1. Fill & upload the Undertaking form 
(https://owncloud.iitd.ac.in/nexcloud/index.php/s/prHgdQFYL7Wg3RA) in the field where the PAN card is sought. The date in the undertaking is for 31st August 2023 but ONLY in the case of PAN card, it’s acceptable to be submitted beyond that date.

Ques 2. Is the PAN Card/ Aadhaar required for both parents?
Ans 2. Preferably yes, but Aadhaar is mandatory.

Ques 3. Which document is to be uploaded where ‘RECEIPT OF PAYMENT MADE’ is sought in FORM A?
Ans. 3. Upload the receipt of the fee paid to the Institute on the SBI I-Collect portal.

Ques 4. Is receipt of payment to JEE at the time of seat acceptance to be uploaded?
Ans 4. No separate receipt is to be uploaded. It’d be verified from the ‘Document verification-cum-seat allotment letter’.

Ques 5. What to do when a Marksheet-cum-passing Certificate has been issued instead of separate documents in class Xth & XIIth?
Ans 5. Upload the same document in both the fields marked for ‘passing certificate’ & ‘marksheet’ in class Xth & XIIth.

Ques 6. Is FORM D to be uploaded if the family income is above 9 Lakhs?
Ans 6. No, FORM C is sufficient. (No supporting documents required)

Ques 7. Is FORM D to be uploaded if the family income is below 9 Lakhs?
Ans 7. Yes, FORM C & FORM D need to be uploaded along with the supporting documents (ITR 2022-23/Income certificate/Form-16/BPL Card) [ANY ONE]. This is required for all categories. Kindly ensure the Form D is signed by the parents.

Ques 8. Which documents are to be uploaded if the family income is below 60 thousand?
Ans 8. FORM C & FORM D need to be uploaded along with the supporting documents (BPL Card & Income certificate if available)

Ques 9. Whether the ITR is to be uploaded for both parents?
Ans. 9. Yes. In cases where a parent/s is not earning the FORM has to be filled/uploaded accordingly.

Ques 10. Who could be the witnesses in FORM F & FORM G?
Ans 10. Any consenting adult could be a witness in FORM F.

Ques 11. Who could be the nominees in FORM G?
Ans 11. The parents/guardians of the student are the nominees.

Ques 12. What to mention in FORM H2 if the student doesn’t have an SBI A/c?
Ans 12. The field for SBI A/c no. may be left blank until the student opens an A/c in SBI.
Ques 13. What is the students’ Programme & Department?
Ans 13. Each Programme is offered by an Academic Unit which could be a Department, a Centre or a School. The Programme is the Degree you are enrolled in.

Eg. – Programme: B.Tech. in Engineering and Computational Mechanics; Department: Applied Mechanics (refer to page no. 2 of the Courses of Study 2023-24 in the link:

Ques 14. How much fee is to be paid by the student?
Ans 14. Refer to the UG Instruction Sheet -3 given in the link:
https://owncloud.iitd.ac.in/nextcloud/index.php/s/3PQwdNRy6pDfYZ

Ques 15. What to do in case I don’t have the required documents to upload on Scorner?
Ans 15. Fill & upload the Undertaking form -2023 given on the Institute website.
https://owncloud.iitd.ac.in/nextcloud/index.php/s/prHgdQFYL7Wdg3RA

Ques 16. When would the hostel name be communicated to the student?
Ans 16. An email would be sent to the student by the Dean of Student Affairs (011-26597106).

Ques 17. Why does FORM A show ‘Pending verification’?
Ans 17. The uploaded documents would be verified by the Academics Section of IIT Delhi during Registration/Verification until then it’d remain so.

Ques 18. Is accommodation provided to the parents for the duration of Orientation & Registration?
Ans 18. No accommodation is provided for the parents.

Ques 19. What to fill in the field for ‘Previous Qualification Detail’ in FORM A?
Ans 19. Fill in the details for your XIIth standard.

Ques 20. What to do in case the Welcome email has not been received?
Ans 20. Please note that the Welcome email has been sent to the students who’ve frozen their programme in IITD on or before 16th July 2023. In case you have frozen your programme after this date or are still availing the ‘Float’ option, you’ll receive the welcome email after the 6th round of counselling.

In case you had frozen your programme, kindly check the Spam/Junk folder of your email provided during JEE registration. Please ensure that you are checking the email ID provided during JEE registration. Contact arugs@iitd.ac.in if you had frozen your programme by 16th July 2023 and still haven’t received the email. Remember to attach your seat allotment document.

Ques 21. I have not received the Entry No. in my Welcome email.
Ans 21. The Entry No. is the Username mentioned in the Welcome email.

Ques 22. I have submitted Form A with the wrong details/incorrect document, can I edit it?
Ans 22. Form A once submitted, can’t be edited. You may re-upload the correct document when it gets rejected by the Academic Section during verification. You may visit the Academic Section after classes begin to update any information.
Ques 23. What is the full form of BSFR?
Ans 23. The full form is Benevolent Fund Scheme Rules (BFSR)

Ques 24. I don’t have my 12th passing certificate. What should I do?
Ans 24. You may submit the undertaking (https://owncloud.iitd.ac.in/nextcloud/index.php/s/prHgdQFYL7Wg3RA) at this point but produce the passing certificate by 31st August 2023.

Ques 25. I do not wish to opt for a hostel. What should I do regarding Forms H1 & H2?
Ans 25. You may mention in the form that no hostel is required and upload the same on the Scorer portal.

Ques 26. In Form C there is space for JEE Rank. Am I required to fill the Category rank or All India Rank?
Ans 26. Kindly mention both ranks.

Ques 27. During payment of fees via SBI collect Portal, there is an option to choose for Hosteler ”Yes or No”. What should I choose?
Ans 27. Kindly choose ‘yes’ if you wish to avail the hostel facility in IITD.

Ques 28. In Form A, should I put in the marks of my best 5 subjects or all subjects?
Ans 28. Put in the marks of all subjects cumulatively.

Ques 29. Can I use the medical certificate format provided by JoSAA for the registration/verification?
Ans 29. Yes, you are required to use the medical certificate provided by JoSAA for the registration/verification.

----------------------------------------ALL THE BEST-----------------------------------------