

**IMPORTANT INSTRUCTIONS REGARDING B.DES FINAL RESULT,
SUBMISSION OF INSTITUTE CAMPUS PREFERENCE, ROUND-01 OF SEAT
ALLOTMENT, PAYMENT OF TOKEN FEES & UPLOADING OF DOCUMENTS**

Declaration of Result	4 pm, Friday, 16 May 2025
Submission of Institute Campus Preference	4pm, Friday, 16 May 2025 to 5 pm Monday, 19 May 2025
Round-01 Seat Allotment, Confirmation of Seat, Payment of Non-Refundable Fees & Uploading of Documents	4 pm, Tuesday, 27 May 2025 to 5 pm, Friday, 30 May 2025

It will be the sole responsibility of the candidates to check for updates on the admissions website from time to time for the given days and confirm their seat before the given deadline *i.e* .5 pm, **Friday, 30 May 2025**. It may also be noted that all further communications, if any, from NID will be sent to the registered email ID of the candidate as provided at the time of applying online.

STEP 1: VIEWING OF B.DES FINAL RESULT

The candidates can view their result by entering their login credentials.

STEP 2: SUBMISSION OF INSTITUTE CAMPUS PREFERENCE

After viewing their result, the candidate will be asked to submit her/his Institute campus preference. The candidate can modify the selection multiple times between **4 pm, Friday, 16 May 2025 to 5 pm, Monday, 19 May 2025**. **The last selection of the Institute campus preference, after the deadline, will be considered as final.**

If the candidate fails to submit her/his Institute campus preference by 5 pm, Monday, 19 May 2025, s/he will lose the chance to proceed further in the Admissions process. It will be considered that the candidate is not interested to opt for any seat; and her/his seat will be offered to the next qualifying candidate in the order of merit in the respective category and the candidate cannot participate in the subsequent rounds of the admissions process.

STEP 3: ROUND -01 OF SEAT ALLOTMENT

Based on the Institute campus preference, in the order of merit and number of available seats, category-wise, the shortlisted candidates will be provisionally allotted a seat in the Institute campus selected by her/him. Such shortlisted candidates will have to confirm their seat by:

- a) Paying the NON-REFUNDABLE Token fees as mentioned in **STEP 4**; and
- b) Uploading the required documents as mentioned in **STEP 5, latest by 5 pm, Friday, 30 May 2025**.

If a candidate is allotted a seat at an Institute campus as per their order of preferences in Round 01, they may either accept or decline the offer. If they decline, the seat is forfeited and offered to the next eligible candidate in the order of merit in their respective category. In Round 02, they will not be reconsidered for the same seat but may be considered for other Institute campus in order of preferences submitted by the candidate.

Obtaining a rank in the merit list does NOT guarantee admission to the B.Des. programme.

STEP 4: PAYMENT OF NON-REFUNDABLE TOKEN FEES FOR THE CONFIRMATION OF SEAT

- a. INR 30,000/- (online payment) + Convenience Charges (as applicable) for GEN, GEN-EWS, OBC-NCL, SC, ST, PwD candidates;
- b. INR 75,000/- (online payment) + Convenience Charges (as applicable) for Overseas candidates.

If the candidate **fails to make the payment** of the NON-REFUNDABLE token fees for the confirmation of seat (allotted in Round 01) by **5 pm, Friday, 30 May 2025**, the provisional allocation of seat will be cancelled, and the seat will be allotted to the next qualifying candidate in the order of merit. In Round 02, they will not be reconsidered for the same seat but may be considered for other Institute campus in order of preferences submitted by the candidate.

If the candidate **fails to upload the documents** (as mentioned in **STEP 5**) by **5 pm, Friday, 30 May 2025**, even after making the payment of the NON-REFUNDABLE token fees, the provisional allocation of seats (allotted in Round 01) will be cancelled, and the seat will be allotted to the next qualifying candidate in the order of merit and availability of seats in their respective category. In Round 02, they will not be reconsidered for the same seat but may be considered for other Institute campus in order of preferences submitted by the candidate.

STEP 5: UPLOADING OF DOCUMENTS

The candidate will have to upload the following documents as separate pdf files, each of size not more than 2 MB, by 5 pm, Friday, 30 May 2025:

1. Any one valid photo identity (Aadhar Card, Election ID, Driving License, PAN Card/Valid Passport)
2. Birth Certificate **OR** Proof of Date of Birth
3. 10th Mark-sheet
4. 12th Mark-sheet* (*in case hard copy not available, the digital /Digi locker copy of the same duly attested by the School Principal needs to be uploaded*)
5. Self-Undertaking in the prescribed format (**Annexure-1**) as attached duly signed by the candidate as well as her/his parents, in the case of those candidates whose Class XII result have not yet been declared.
6. GEN-EWS/OBC-NCL/SC/ST Certificate, if applicable
7. PwD Certificate and UDID Card, if applicable

8. Valid Passport, if applied under Supernumerary (Overseas) category**

**Note:*

- a. Candidates who are yet to appear for the Class XII examination in the year 2025 should have passed the same in the first attempt. If the candidate has any backlog/ compartment/ supplementary or have not cleared the Class XII examination, whatsoever may be the reason, his/her admission will be treated as null and void (cancelled) and the entire fees will be forfeited.
- b. If the Class XII result is not declared by the concerned Board/University till the date of the seat allotment, as per the schedule mentioned in Section 2 of the Admissions Handbook, his/her admission in such case will be strictly provisional subject to:
 - i. An undertaking in the prescribed format as available on <https://admissions.nid.edu> duly signed by the Candidates as well his/her parent(s) is to be submitted, during the seat allotment, payment of token fees and uploading of documents, as per the schedule mentioned in Section 2 of the Admissions Handbook.
 - ii. Those candidates who are seeking provisional admission due to non-declaration of their Class XII result, will have to submit their qualifying marksheet **on or before 15 July 2025**. In case the candidate fails to submit his/her Class XII result **on or before 15 July 2025**, whatsoever may be the reason, his/her provisional admission will be treated as null and void (cancelled) and the entire fees will be forfeited.
- c. Any candidate who has not appeared for the Class XII examination before the date of the seat allocation, will not be eligible to participate in the further process of admission.
- d. *Candidates who have completed final examinations for class XII (or equivalent) outside India or from a Board not specified in the Admission Handbook 2025-26, must produce an equivalence certificate **by 5 pm, Friday, 30 May 2025** (check Admissions Handbook 2025-26 for detailed information).*

** The candidates who have applied under Overseas category should produce a valid passport. It is the candidate's responsibility to obtain relevant visas and ensure that their passport is valid till the duration of the programme.

The candidate can review the uploaded documents until **5 pm, Friday, 30 May 2025**. In case the candidate wishes to modify the uploaded documents, s/he can re-upload the documents until **5 pm, Friday, 30 May 2025**.

If the candidate **fails to make the payment** of the NON-REFUNDABLE token fees for the confirmation of seat by **5 pm, Friday, 30 May 2025**, the provisional allocation of seats will be cancelled, and the seat will be allotted to the next qualifying candidate in the order of merit. In Round 02, they will not be reconsidered for the same seat but may be considered for other Institute campus in order of preferences submitted by the candidate.

If the candidate **fails to upload the documents** (as mentioned in **STEP 5**) by **5 pm, Friday, 30 May 2025**, even after making the payment of the NON-REFUNDABLE token fees, the provisional allocation of seats will be cancelled, and the seat will be allotted to the next qualifying candidate in the order of merit and availability of seats in their respective category. In Round 02, they will not be reconsidered for the same seat but may be considered for other Institute campus in order of preferences submitted by the candidate.

It is the candidate's responsibility to upload complete/correct/valid documents.

STEP 6: DOCUMENT VERIFICATION

1. Uploaded documents will be verified against the information provided by the candidate in their Application Forms, at the time of applying online, by the respective NIDs.
2. Upon verification of the documents (as mentioned in **STEP 5**), if the documents are found to be **incomplete/incorrect/invalid**, the candidature of such candidates will stand cancelled, and that seat will be allotted to the next qualifying candidate in the order of merit in their respective category.

STEP 7: ISSUE OF PROVISIONAL OFFER-LETTERS OF ADMISSIONS

Based on the order of merit of the candidates and availability of seats, Provisional Offer-Letters of Admissions will be issued ONLY to those candidates who have paid NON-REFUNDABLE Token fees and whose uploaded documents have been verified and found to be correct, by the respective NIDs.

The payment of the remaining fees would be communicated to the candidates by the respective NIDs directly wherein the candidate is provisionally admitted.

ROUND-02 OF SEAT ALLOCATION

The seats remaining vacant after Round 01 of Seat Allotment will be opened for allotment in Round-02, which will be communicated to the next eligible candidate in the order of merit in the respective category on their registered email ID.

In the second round, if the candidate is allotted her/his higher choice (upward movement) of Institute campus preference, **then by default**, the candidate will be allotted the seat in the Institute campus of her/his higher choice (upward movement) and the current seat will be allotted to the next qualifying candidate, in the order of merit in their respective category.

SUBSEQUENT ROUNDS OF SEAT ALLOCATION

After Round-02, depending on the vacant seat(s) in each NID, the respective NIDs will conduct subsequent rounds of preference based seat allocation, in the order of merit in the respective category. Such candidates will be informed on their registered email ID.

Date: **15 May 2025**

Place: **Ahmedabad**





SELF-UNDERTAKING

Bachelor of Design (B.Des.) Programme

This is to certify that I, Mr./Ms. _____ (Name of the student)
am a student of _____ (Name of the School) affiliated to
_____ (Name of the Board) bearing Student ID/Enrollment No.
_____.

I have appeared for XII Board Exam for the Academic Year 2024-2025 (as per Section 4.3, B.Des Admissions Handbook 2025-26) and the results of the XII Board Exam will be declared by **30 June 2025**.

I also understand that in the event of my failing to fulfil the above undertaking on or before **30 June 2025**, my provisional admission to National Institute of Design will summarily stand cancelled, and the deposited fees will be forfeited (as per the Provisional Offer-letter of Admissions, if issued) and my seat will be allotted to the next qualifying candidate in order of merit.

I agree to submit my XII Board Exam Marksheet latest by **15 July 2024**.

Signature of the Candidate

Countersigned by the Parent / Guardian
Full Name of the Parent / Guardian

Relationship with the Candidate

Contact no.
Email ID

Date: _____

Place: _____