



SATYAJIT RAY FILM & TELEVISION INSTITUTE

(AN ACADEMIC INSTITUTE UNDER MINISTRY OF INF. & BROADCASTING, GOVT. OF INDIA)
EM BYPASS ROAD, PANCHASAYAR, KOLKATA- 700094

Ref. No. 20036/orientation/2009-12/TU/

Dated 18-02-2010

To,

SUBJECT: SRFTI ADMISSIONS-2010: ADMISSION OFFER

Dear Candidate,

Congratulations!

I write this in reference to your application and subsequent attendance in the Entrance Examination and Interactive Orientation Session & Viva-voce Test for admission to this Institute. In this connection, I am pleased to communicate to you that **you have been selected** to join this Institute for the 3-Year PG Diploma Course 2009-10 to 2012-13 in the discipline you had applied for. The offer of admission however, is subjected to your fulfilling the eligibility conditions and submission of original documentary evidence for the same. Further, your attention is drawn to the following.

1] You are required **to complete all admission formalities within 4th March 2010 (Thursday)**, including submission of attested copies for proof of qualification, age, caste/tribe (for SC/ST candidates only) and payment of fees etc. In case you fail to complete the admission formalities by 04-03-2010, your seat will be offered to the candidates in the waiting list.

2] The 'Comprehensive Fee' for the first year course will be Rs.53250/- and to be paid at the time of admission. The Course Fee includes Admission Fee, Tuition Fee, Library Fee, Internet charge and a one-time Security Deposit of Rs.15,000/- & Library deposit fee Rs. 5000/-, which will be refunded after the completion/discontinuation of the course, subject to deductions, if applicable. The Course Fee does not however, include charges for the hostel, which will have to be paid separately. As indicated in the prospectus, Hostel facility will not be available for newly admitted students in the First Year. Allotment will be decided by the Institute as per availability. The details of the fees/hostel charges etc, indicating the schedule of payment are enclosed at **Annexure-I**.

You are requested to please acknowledge the receipt of this letter, indicating your willingness for joining the course or otherwise in the enclosed **Consent Form (Annexure-II) by 04-03-2010 along with the following** for registration leading to confirmation of your seat:

- i] The payment of Rs. 53250/- towards the first instalment of Course Fees in the form of Bank Draft/Pay Order drawn in favour of "SATYAJIT RAY FILM & TELEVISION INSTITUTE" payable at Kolkata.
- ii] Attested copies of Graduation Certificate/Mark Sheet.
- iii] Attested copy of Age-proof Certificate.
- iv] Attested copy of Caste Certificate, issued by competent authority, if applicable.
- lv] four stamp sized recent colour photographs.

The date of commencement of the Session will be 29-03-2010. I wish to further reiterate that this offer is conditional to:

- A] Receipt of the Consent Form along with the draft/pay order and the requisite documents by the Institute latest by 04-03-2010
 - B] Submission of all relevant original certificates at the time of reporting for joining at the Institute.
 - C] Signing of an UNDERTAKING regarding your allegiance to the extant Academic By-Laws, Code of Conduct, Hostel By-Laws etc., at the time of joining.
 - D] Bond must be signed by the guardian and the student., download from our website or obtain from the Prospectus 2009-10
 - E] Medical fitness certificate.
- Encl. Annexure-II: Details of Fees etc.
Annexure-I: Consent Form

(Amaresh Chakraborty)
Dean in-charge



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OFFER OF ADMISSION
3-YEAR PG DIPLOMA COURSE, 2009-10 To 2012-13

CONSENT FORM
TO BE FILLED & RETURNED BY THE CANDIDATE

To,
Superintendent (Tutorial)
Satyajit Ray Film & Television Institute
EM Bypass Road, Panchasayar
Kolkata- 700094

1. Name of the Candidate :

Mr./Miss/Ms.	Name	Middle Name	Surname

2. Roll Number :

3. Specific Discipline to be Admitted (Tick appropriate Box) : **DIRECTION & SCREENPLAY WRITING**
 MOTION PICTURE PHOTOGRAPHY
 EDITING
 SOUND RECORDING

4. Response to the 'Offer of Admission' by SRFTI (Tick appropriate Box) : **WILLING TO JOIN**
 UN-WILLING TO JOIN

Please Note:

- 1] Willing candidates must send the fees and relevant documents along with the 'Consent Form'.
- 2] Unwillingness conveyed vide this Acknowledgement Form will be treated as FINAL.
- 3] Enclosed Demand Draft/Bank Pay Order bearing No _____ dated _____ for Rs.53,250.00 in favour of "Satyajit Ray Film & Television Institute" payable at Kolkata.

Date:

[Signature of the Candidate]

I, Mr./Mrs _____ guardian of Mr./Ms _____
offer my consent and support in favour of Mr./Ms _____ for his admission in
SRFTI as a student for the session 2009-10 TO 2012-13.

[Signature of Guardian]
Name
Telephone No.



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DETAILS OF FEES ETC. THREE-YEAR PG DIPLOMA COURSE

A] COMPREHENSIVE TUITION FEES:

'Comprehensive Fee' for the three-year course will be Rs. 1,19,250/- (53250/- + 33000/- + 33000/-) payable in 3 (three) instalments to be paid before the commencement of each year. The Course Fee includes Admission Fee, Tuition Fee, Library Fee, Internet Fee and a one-time refundable Security Deposit of Rs. 15,000/- and Library Deposit of Rs. 5000/- to be paid at the time of admission. The Security Deposit will be refunded at the time of completion/discontinuation of the course, subject to applicable deductions, if any.

B] HOSTEL RENT:

There is provision for hostel accommodation on sharing basis. The facility of hostel will not be available for the newly admitted students in the First Year. Allotment will be decided by the Institute as per availability. The Hostel Rent is Rs. 9,000/- per annum, Electricity & water of Rs 1200/- per annum to be paid before the commencement of each year. In addition, a refundable Security Deposit of Rs. 3000/- and Hostel Admission Fee of Rs. 100/- will have to be paid at the time of admission. The Hostel Security Deposit will be refunded at the time of completion/discontinuation of the course, subject to applicable deductions, if any.

C] SCHEDULE OF PAYMENT:

SN	FEES/RENT/DEPOSIT	TO BE PAID AT THE TIME OF ADMISSION	TO BE PAID BEFORE COMMENCEMENT OF EACH year	REMARKS
1.	Admission Fee	250/-	-	on admission
2.	Tuition Fee	30000/-	30,000/-	per year (annually)
3.	Library fee	1500/-	1500/-	per year (annually)
4.	Internet fee	1500/-	1500/-	per year (annually)
5.	Library Deposit	5000/-		
6.	Security Deposit	15000/-		-
Mode of Payment		By Bank Draft; or Bank Pay Order	By Bank Draft; or Bank Pay Order; or Cash	-

Notes:

- 1] Payment at the time of admission includes Tuition Fees and other for First year.
- 2] Drafts/Pay Orders should be drawn in favour of "Satyajit Ray Film & Television Institute, Kolkata" payable at Kolkata.
- 3] Cash Payments will be accepted only at the Institute Counter.

N.B.

- 1] The Institute reserves the right to revise the fees/rent at any point in future.
- 2] Non-payment of the Tuition Fees, Hostel Rent etc. in time may lead to dismissal of the students.
- 3] Fees/Rent once paid for a semester shall not be refunded.

CHECK LIST OF DOCUMENTS TO ACCOMPANY WITH THE CONSENT FORM

1. Consent form along with
 - i) Attested copy of Birth Certificate/School Leaving certificate as proof of age
 - ii) Attested copy of Marksheet/certificate as proof of graduation
 - iii) Attested copy of Caste certificate, if applicable
 - iv) 4 (Four) Stamp size **(2 Cm x 2.5 Cm)** recent **colour photographs**
 - v) Demand Draft/Pay Order for Rs.53,250.00 drawn in favour of Satyajit Ray Film Institute and payable at Kolkata
 - vi) Admission Enrollment form
 - vii) Medical Certificate
 - viii) Bond duly signed by the applicant and guardian