

## **First Year B. Tech Engineering Admission 2017-18**

Admission Reporting Date: **25<sup>th</sup> July to 29<sup>th</sup> July 2017.**

Time: **10.30 a.m. to 5.00 p.m.**

Reporting Venue: **Main Auditorium**

### **\*\* Documents Required \*\***

1. College Admission Form will be available at reporting centre.
2. Anti Ragging **Notarised Affidavit** on Rs.100/- Stamp Paper **(by Student)** as per the Proforma (Undertaking by student) available at the end of this document.
3. Anti Ragging **Notarised Affidavit** on Rs. 100/- Stamp Paper **(by Parent)** as per the Proforma (Undertaking by Parent) available at the end of this document.
4. **Proforma-H Affidavit** on Rs. 100/- Stamp Paper **(for the Students of reserved category who don't have Caste Validity Certificate)**
5. University Eligibility Form will be available at reporting centre.
6. **\*\* All Original Documents are required at the time of reporting to the Institute.**
7. Requisite Institute fees payment **preferably through online** or in the form of DD is compulsory at the time of the reporting. For online payment please refer [www.coep.org.in](http://www.coep.org.in) → Admission tab → Fee structure → Fee Collection Circular 2017-18.

**\*\* 2 photocopy sets of applicable documents in following Sequence to be submitted \*\***

**1. College Admission Form (1 photocopy set of documents)**

- a) Institute Fee Receipt (5 Copies)
- b) Leaving Certificate
- c) HSC Mark sheet
- d) CET Mark sheet
- e) Nationality and Domicile Certificate
- f) Income Certificate
- g) Caste Certificate
- h) Caste Validity or Proforma H **(Original)**
- i) Non-Creamy layer Certificate
- j) Anti Ragging **Notarised** Affidavit **(by Student)**
- k) Anti Ragging **Notarised** Affidavit **(by Parent/Guardian)**
- l) Leaving Certificate **(Original)**
- m) HSC Mark sheet **(Original)**

**2. University Eligibility Form (1 photocopy set of documents)**

**\*\*If admission seat is allotted under the TFWS category then Income Certificate is mandatory along with all above applicable documents.**

**\*\*If Institute fees are to be paid by the Demand Draft only then Challan in yellow colour (Single Copy) is compulsory to fill with the application form.**

**\*\*It is mandatory for all the students to open a Savings bank Account at CoEP, Pune branch of State Bank of India (SBI). They will receive a COMBO CARD (i.e SBI Debit cum COEP ID card). The**

list of documents required for opening the Account is attached herewith.

\*\* The date of the Inaugural address by The Director, College of Engineering Pune will be notified on the college website [www.coep.org.in](http://www.coep.org.in)

**\*\* Documents required for opening bank Account at SBI, CoEP \*\***

1. Applicant's Proof of Identity and Proof of Address.

(RBI guidelines permit only "Officially Valid Documents" viz)

PHOTO ID (ANY ONE)

- |                        |                        |
|------------------------|------------------------|
| a) Passport            | b) PAN Card            |
| c) Voter Identity Card | d) Driving Licence     |
| e) NREGA Card, and     | f) Aadhaar Letter/Card |

ADDRESS PROFF (ANY ONE)

1. Utility bill, which is not more than two months old, of any service provider: (electricity, telephone, post-paid mobile phone, piped gas, water bill);
2. Property or Municipal Tax receipt;
3. Bank account or Post Office savings bank account statement;
4. Letter of allotment of accommodation from employer issued by State or Central Government departments, statutory or regulatory bodies, public sector undertakings, scheduled commercial banks, financial institutions and listed companies. Similarly, leave and license agreements with such employers allotting official accommodation; and
5. Documents issued by Government departments.

2. Colour photograph (Passport size).

## "SBI Educational LOAN Scheme"

### Documentation Required

- Letter of admission
- Completely filled in Loan Application Form
- Two passport size photographs
- PAN Card of the student and Parent/ Guardian
- Bonafide certificate of the student
- Proof of identity (Aadhar card/driving licence/passport/any photo identity)
- Proof of residence (Aadhar card/driving licence/passport/electricity bill/Telephone bill)
- Statement of cost of study (Total Expenditure estimate from the Institution)
- Student/Co-borrower/ bank account statement for last 6 months
- IT return/ IT assessment order, of last 2 years of Parent/ Guardian/ other co-borrower
- Brief statement of assets & liabilities of Parent/ Guardian/ other co-borrower
- Proof of income (i.e. salary slips/ Form 16) Parent/ Guardian/ other co-borrower OR Income Certificate from Tahsildar if co borrower is not a salaried person or/and not filing IT Return.

All educational certificates of the student from 10th onward

### UNDERTAKING BY THE STUDENT

I, \_\_\_\_\_ (full name of student with admission/registration/enrolment number) s/o d/o Mr./Mrs./Ms. \_\_\_\_\_

1. having been admitted to **College of Engineering (Branch: \_\_\_\_\_ Engineering**, have received a copy of the AICTE Regulation on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the “Regulation”) carefully read and fully understood the provisions contained in the said Regulations.
2. I have, in particular, perused Clause 4 of the Regulation and am aware as to what constitutes ragging.
3. I have also, in particular, perused Clause 8 and Clause 8(4)(a) of the Regulation and am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
4. I hereby solemnly aver and undertake that
  - a. I will not indulge in any behavior or act that may be constituted as ragging under Clause 4 of the Regulations.
  - b. I will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under Clause 4 of the Regulations.
5. I hereby solemnly affirm that, if found guilty of ragging, I am liable for punishment according to clause 8(4)(a) of the Regulations, without prejudice to any other criminal action that may be taken against me under any penal law or any law for the time being in force.
6. I hereby declare that my word has not been expelled or debarred from admission in any institution in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, I am aware that my admission my word is liable to be cancelled.

Declared this \_\_\_\_\_ day of \_\_\_\_\_ month of \_\_\_\_\_ year.

Signature of Student.

Name:

**Address :**

**Telephone /Mobile No.**

## UNDERTAKING BY THE PARENT

I, Mr./Mrs./Ms. \_\_\_\_\_ (full name of parent/guardian) father/Mother/guardian of \_\_\_\_\_  
(Full name of student with admission/registration/enrolment number).

1. My ward had been admitted to \_\_\_\_\_  
(name of the institution), have received a copy of the AICTE Regulation on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the "Regulation") carefully read and fully understood the provisions contained in the said Regulations.
2. I have, in particular, perused Clause 4 of the Regulation and am aware as to what constitutes ragging.
3. I have also, in particular, perused Clause 8 and Clause 8(4)(a) of the Regulation and am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
4. I hereby solemnly aver and undertake that
  - a. My ward will not indulge in any behavior or act that may be constituted as ragging under Clause 4 of the Regulations.
  - b. My ward will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under Clause 4 of the Regulations.
5. I hereby solemnly affirm that, if found guilty of ragging, I am liable for punishment according to clause 8(4)(a) of the Regulations, without prejudice to any other criminal action that may be taken against me under any penal law or any law for the time being in force.
7. I hereby declare that my word has not been expelled or debarred from admission in any institution in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, I am aware that my admission my word is liable to be cancelled.

Declared this \_\_\_\_\_ day of \_\_\_\_\_ month of \_\_\_\_\_ year.

Signature of Parents.

Name:

**Address :**

**Telephone /Mobile No.**