

Date: 14/08/2017

College of Engineering Pune
(An Autonomous Institute of Government of Maharashtra)

**Announcement of On the Spot Counseling Round
ON**

19th August 2017 for CIWGC and OCI/PIO/FN/NRI respectively

**Instructions for Admission through Counseling to First Year of Under
Graduate Technical Courses in Engineering and Technology for CIWGC and
OCI/PIO/FN/NRI Candidates at College of Engineering Pune [COEP] for the
Academic Year 2017-18**

1. Fifteen percent (15%) seats in the institution shall be allowed on supernumerary basis from amongst Overseas Citizens of India (OCI)/Persons of Indian Origin (PIO)/ Foreign Nationals (FN)/ Children of Non Resident Indians (NRI) and Children of Indian Workers in Gulf Countries (CIWGC) over and above of the approved intake of each discipline as sanctioned by DTE, Government of Maharashtra from time to time.
2. The 1/3rd of the 15% sanctioned seats are reserved for CIWGC in each discipline and remaining 2/3rd of the 15% seats are for OCI/PIO/FN/NRI, out of which 5% of sanctioned intake are reserved for NRI category.
3. The admissions to the first year of under graduate courses in Engineering and Technology for CIWGC and OCI/PIO/FN/NRI candidates at COEP for the Academic Year 2017-18 will be conducted by **"On the spot direct counseling round"** only.
4. Candidates whose name appears in the confirmation list, declared by the Directorate of Technical Education (DTE) Maharashtra State for Admission to First Year of Under Graduate Technical Courses in Engineering and Technology for CIWGC and OCI/PIO/FN/NRI, are only eligible to appear for admission process by counseling to First Year of Under Graduate Technical Courses in Engineering and Technology under CIWGC and OCI/PIO/FN/NRI category at COEP.
5. **Seats available for counseling round**, for Admission to First Year of Under Graduate Technical Courses in Engineering and Technology for CIWGC and OCI/PIO/FN/NRI Candidates at College of Engineering, Pune [COEP] for the Academic Year 2017-18 will be declared on the reporting day.
6. Eligible candidates seeking admission to COEP under CIWGC and OCI/PIO/FN/NRI should report at the Main Auditorium, COEP as per the schedule given in Table 1, along with all **requisite original documents** as listed on the print of online filled application form on www.dtemaharashtra.gov.in.

7. The sequence of activities which will follow on the day of counseling is given in Table 2.
8. Fill up the **“Institute Admission Application Form”** for admission to COEP at the time of reporting for counseling round.
9. At the time of reporting eligible candidates are required to carry separate demand drafts towards application processing fee and institute admission fee.
10. After reporting, prior to commencement of verification of original document, candidate is required to pay the non-refundable application processing fee of Rs. 10,000/- (Rupees Ten Thousand Only) per application form for CIWGC and OCI/PIO/FN/NRI in the form of demand draft drawn in favor of “Director, College of Engineering Pune” payable at Pune.
11. At any later stage, if a candidate wishes to withdraw from the admission process the application processing fee will not be refunded under any circumstances.
12. Candidate will lose claim to participate in the admission counseling process, if he/she fails to produce ALL the applicable original documents at the time of document verification during counseling round. In case a candidate has taken admission elsewhere he/she will be required to submit/produce original fee receipt and the candidate should submit undertaking stating that original documents will be submitted by him/her within four working days from the date of reporting.
13. At the time of verification of applicable original documents, the candidate is also required to submit filled „Institute Admission Application Form” along with a set of photocopies of all applicable documents.
14. After payment of application processing fee in the form of DD and successful verification of the applicable original documents, further eligible candidates will be called for seat allotment by counseling as per inter-se merit.
15. These admissions will be made strictly in the order of inter-se merit from amongst the candidates who report in person for admission to COEP against the seats available in various branches at the time when the candidate actually reports for admission by counseling.
16. At the time of seat allotment by counseling, the candidate is required to submit “Requisition for Seat Allotment” (Refer Annexure - I) along with the demand draft(s) towards requisite non-refundable Institute admission fees (DD should be drawn in favor of “Director, College of Engineering Pune” payable at Pune).

17. The admitted candidate as well as his/her parent is also required to submit separate anti ragging format with Notarized undertaking on Rs. 100/- non-judicial stamp paper (Refer Annexure – IIA and IIB).
18. The seat allotment will be carried out based on the vacancy status at that point. Seat allotted, accordingly, to a candidate would then be deleted from the pool of vacant seats displayed on the auditorium screen. Candidates are advised to be present in the Counseling hall and wait for their turn as per inter-se merit. If a candidate is found unavailable when called, the next candidate on the merit rank would be called for allotment of seat and the unavailable candidate may miss his/her chance of merit based seat allotment.
19. If a candidate of higher merit reports late during the process of counseling, the candidate may be considered for allotment of a seat available at that point of time for a particular category to which he/she belongs. Such a candidate shall be given preference for admission over the candidates with lower rank present at that point of time. The decision of the admission centre in-charge shall be final and binding.
20. Confirmation of the allotted seat to the candidate is subject to the submission of the requisite Institute admission fees in the form of Demand Draft(s), applicable original documents and anti-ragging format immediately. With this candidate confirms the admission through the acceptance of allotted seat at COEP.
21. **If a candidate fails to pay the requisite institute admission fee, before the seat allotment, such candidature will be withdrawn and the seat will be allotted to the next candidate on the merit list. Part payment or payment through cash/cheque will not be accepted under any circumstances.**
22. The details of the requisite admission fee applicable to the respective category (CIWGC and OCI/PIO/FN/NRI) are displayed on the Institute website. (Refer Table 3)
23. Candidates seeking admission to OCI/PIO/FN/NRI category are required to pay the requisite Institute admission fee in USD through demand draft only.
24. Candidates seeking admission to CIWGC category are required to pay the requisite Institute admission fee in INR through demand draft only.
25. The candidate who fails to produce the applicable documents in original/submit the requisite fees (application processing fee/institute admission fee) in the form of Demand Draft (as per the applicable currency) will not be eligible to participate in the admission process at COEP and such candidature of the candidate will be cancelled at the respective stage of the admission process.

26. After allotment of seat, candidate will be issued an allotment letter duly signed by the Authority of COEP along with the ARC Stamp of COEP. The allotted Course/Branch as requested by the candidate is final and cannot be altered later.
27. No candidate should leave the venue of counseling without the allotment letter duly signed by the authority of COEP along with the ARC Stamp of COEP. The candidate is advised to check the details as printed/written in the allotment letter.
28. The physical presence of the candidate at the time of Counseling is mandatory. If a candidate is unable to be physically present for the Counseling due to unavoidable circumstances, he/she may authorize his/her parent/guardian to represent him/her for the counseling round. The candidate or the authorized representative of the candidate must carry all the applicable documents in original, Demand Drafts towards application processing fee and Institute admission fee, an Authorization Letter duly signed by the candidate and the representative, and candidate's as well as the parent/guardian's Photo Identity card in original. Absence of the candidate or his/her authorized representative at the indicated counseling venue may result in the forfeiture of his/her claim for a seat as per his/her merit rank. The authorization letter will be collected by the admission centre In-charge.
29. In case the parent/guardian representing the candidate, the seat choice made by the parent/guardian will be final and binding on the candidate. No claim will be entertained later on.
30. In case of cancellation of confirmed admission later, admission fee paid by the candidate will not be refunded under any circumstances. Returning of applicable original documents submitted by such candidates at the time of seat allotment will be carried out within one working day after the receipt of request for „admission cancellation form“ from the candidate. Such candidates have to apply in the prescribed format (Refer Annexure - III) for cancellation of admission and for collecting the documents candidate will have to report personally with the original Admission Allotment Letter issued at the time of Counseling/Admission as mandatory document.

Sd/
Director,
College of Engineering Pune

Table 1: Admission round for COEP by counseling at Main Auditorium, COEP

Schedule on the day of Counseling Round

| Sr. No. | Details | Category | Day and Date | Time |
|----------------|--|---------------------------------|-----------------------------|------------------------------|
| 1 | Reporting of the candidate and parent/guardian to COEP for verification of the original document and submission of the application processing fee of Rs. 10,000/- (Rupees Ten Thousand Only) in the form of demand draft drawn in favor of "Director, College of Engineering, Pune" payable at Pune. | CIWGC and OCI/PIO/FN/NRI | Saturday, 19/08/2017 | 9:00 am to 12:00 noon |
| 2 | Allotment of seats by counseling to the eligible candidates based on inter-se merit who have successfully completed verification of all the applicable original documents and submitted the processing fee in the form of DD. | CIWGC and OCI/PIO/FN/NRI | Saturday, 19/08/2017 | 12:30 pm |

Table 2: Sequence of activities for counseling round

| Sr. No. | Activity |
|----------------|---|
| 1 | Reporting to Main Auditorium, COEP |
| 2 | Submission of Processing fee in the form of DD |
| 3 | Verification of applicable original documents as notified by DTE and submission of one set of Xerox copy of these documents |
| 4 | Call for seat allotment by counseling as per inter-se merit |
| 5 | Submission of requisition for seat allotment |
| 6 | Submission of Institute Admission Fee in the form of Demand Draft |
| 7 | Seat allotment based on available vacancy |
| 8 | Submission of required original documents |
| 9 | Confirmation of the allotted seat to the candidate |
| 10 | Issue of allotment letter to the candidate |

Table 3: Institute admission Fee Structure for AY 2017-2018

Detailed fee structure is available on Institute website

| Sr. No. | Category of Admission | Institute admission Fee to be paid in the form of DD in USD | Institute admission Fee to be paid in the form of DD in INR | Application Processing Fee to be paid in the form of DD in INR | Remark |
|----------------|------------------------------|--|--|---|---|
| 1 | CIWGC | --- | 83,350/- | 10,000/- | All DD's should be drawn in favor of "Director, College of Engineering, Pune" payable at Pune |
| 2 | PIO/OCI/FN/NRI | 5000/- | 35,850/- | 10,000/- | |

College of Engineering Pune
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Institute Admission Application Form

for Admission to First Year of Under Graduate Technical Courses in Engineering and Technology
for OCI/PIO/FN/NRI and CIWGC Candidates at College of Engineering, Pune [COEP] for the
Academic Year 2017-18

Application ID : EN17_____ **DTE Merit No.:** _____

Candidate Type : **OCI/PIO/FN/NRI and CIWGC**

Name of the Candidate: _____

Date of Birth : _____

Mother's Name : _____

Father's Name : _____

Guardian's Name : _____

Relationship of the Candidate with Guardian: _____

E-mail Address : _____ **Contact No.:** _____

DD Details:

| Sr. No. | Particulars | Amount | Bank and Branch details | DD No. | Date of Issue |
|---------|-----------------------------|--------|-------------------------|--------|---------------|
| 1 | Application Processing Fee | | | | |
| 2 | (a) Institute Admission Fee | | | | |
| 2 | (b) Institute Admission Fee | | | | |

Date: _____

Place: _____

Signature of the Candidate

Annexure – I

College of Engineering Pune
(An Autonomous Institute of Government of Maharashtra)

Requisition for Seat Allotment

for Admission to First Year of Under Graduate Technical Courses in Engineering and Technology for OCI/PIO/FN/NRI and CIWGC Candidates at College of Engineering, Pune [COEP] for the Academic Year 2017-18

Application ID : EN17 _____ **DTE Merit No.:** _____

Candidate Type : OCI/PIO/FN/NRI and CIWGC

Name of the Candidate: _____

I hereby request the COEP admission cell authority to allot the seat as per the following details:

Course Name : _____

Type of Seat : _____

Date : _____

Place : _____

Signature of the Candidate

=====

For office Use only

Course Allotted : _____

Date : _____

Annexure – IIA

College of Engineering Pune (An Autonomous Institute of Government of Maharashtra)

Anti-Ragging Format for Student

For Admission to First Year of Under Graduate Technical Courses in Engineering and Technology for OCI/PIO/FN/NRI and CIWGC Candidates at College of Engineering, Pune [COEP] for the Academic Year 2017-18

ANNEXURE AFFIDAVIT BY THE STUDENT (Format 1)

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

- 1) having been admitted to _____ (name of the institution) have received a copy of the AICTE regulations on Curbing the menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the "Regulations") carefully read and fully understood the provisions contained in the said Regulations.
- 2) I have, in particular, perused clause 4 of the Regulations 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 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.

Continued...

6) I hereby declare that I have not been expelled or debarred from admission 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 Deponent

Name

VERIFICATION

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at _____ (place) _____ on this the _____ (day) _____ of _____ (month) (year)

Signature of deponent

Solemnly affirmed and signed in my presence on this the (day) of month, (year) after reading the contents of this affidavit.

OATH COMMISSIONER

Annexure – IIB

College of Engineering Pune (An Autonomous Institute of Government of Maharashtra)

Anti-Ragging Format For Parent

For Admission to First Year of Under Graduate Technical Courses in Engineering and Technology for OCI/PIO/FN/NRI and CIWGC Candidates at College of Engineering, Pune [COEP] for the Academic Year 2017-18

**ANNEXURE II AFFIDAVIT BY
PARENT/GUARDIAN
(Format 2)**

I, _____ Mr./Mrs./Ms.
(full name of parent/guardian) father / mother/guardian of _____
(full name of student with admission /registration/enrolment number).

- 1) having been admitted to _____ (name of the Institution), have received a copy of the AICTE regulations on Curbing the menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the "Regulations") carefully read and fully understood the provisions contained in the said Regulations.
- 2) I have, in particular, perused clause 4 of the Regulations and am aware as to what constitutes ragging.
- 3) I have also, in particular, perused clause 8 and clause 8.4(a) of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against my ward in case he/she is found guilty 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 affirm that, if found guilty of ragging, my ward is liable for punishment according to clause 8.4(a) of the Regulations, without prejudice to any other criminal action that may be taken against my ward under any penal law or any law for the time being in force.

Continued...

- 6) I hereby declare that my word has not been expelled or debarred from admission 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 Deponent

Name:

Address:

Telephone/Mobile No:

VERIFICATION

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at _____ (place) on this the _____ (day) of _____ (month) and _____ (year)

Signature of deponent

Solemnly affirmed and signed in my presence on this the _____ (day) of month, (year) after reading the contents of this affidavit.

OATH COMMISSIONER

Annexure – III

College of Engineering Pune (An Autonomous Institute of Government of Maharashtra)

Application for Cancellation of Admission

for candidates Admitted to First Year of Under Graduate Technical Courses in Engineering and Technology under OCI/PIO/FN/NRI and CIWGC at College of Engineering, Pune [COEP] for the Academic Year 2017-18

To,
The Director,
College of Engineering Pune
Wellesley Road,
Shivaji Nagar, Pune: 411005

Respected Sir,

I the undersigned with following details write this application to cancel my admission at COEP and request you to return all my applicable original documents submitted at the time of seat allotment during admission counseling round held on August 2017.

Application ID : EN17_____ DTE Merit No.: _____

Candidate Type : OCI/PIO/FN/NRI and CIWGC

Name of the Candidate: _____

Course Name : _____

Type of Seat : _____

E-mail Address : _____ Contact No.: _____

I declare that I am solemnly responsible for any consequences arising due to exercising this cancellation process.

Date : _____

Place : _____

Signature of the Candidate

Encl.: Original Admission Allotment Letter issued at the time of Counseling/Admission

Contact Details:

Dr. Yashwant A.

Kolekar, Chairman,

Admission Reporting Centre,

FY Engineering Admission,

College of Engineering Pune [COEP]

Wellesley Road, Shivaji Nagar, Pune:

411005. Phone No. : +91-20-25507797

E-mail: admission@coep.ac.in