# B-Tech/B-Arch Admissions 2024
# College of Engineering Trivandrum



## Information & Instructions to Candidates

### Before proceeding to college

1. Please keep **all the documents in original ready and in order** as per the list attached at the end of this document.

2. **Pls take a print out of college registration form (**available in website**) and fill the details**

3. **Pay the PTA, Bus and CETAA fund in advance to avoid delay in admission process (links available in website)**

4. As far as possible, please keep hard copies of the duly filled **College registration form**, **Anti-ragging affidavit**, **Undertaking by the Candidate** and "**Declaration**" form – **all 2 copies each** signed by the student and parent (This will save your time during admission process. (**Form available in the college web site**).

### On admission day

- Candidate and parent/guardian should report to the main gate of the college.

- Proceed to the **CETAA HALL in the ground floor of the left end of the main building**, where the **registration counter** is set up.

- **Please show the print out of allotment memo, college registration form, PTA fund receipt, Bus fund receipt and CETAA receipt at the registration counter**

- Reporting time is 8.30am. Admission process will **start by 9.15 am and will end at 3.30 pm**.

- As far as possible, **take admission on the day allotted for you**. Don't wait for the last day. In case you have to submit some missing documents, you **will get time**, if admission is taken on the allotted day.

**Contact Info:**
Mobile (10am-4pm): PRO-9847557797 Section Officer (7356207232),
Dean UG (9496587721)
Email: admission1@cet.ac.in

# Documents /Certificates to be submitted for verification at the time of admission

1. Allotment Memo issued by CEE
2. **Plus 2 Mark sheet**
3. Data Sheet issued by CEE
4. **SSLC/ 10<sup>th</sup> certificate**
5. Certificate to prove date of birth in original **(SSLC/Birth Certificate/Valid Indian Passport)**
6. Proof of Nativity in original **(SSLC/Birth Certificate/Valid Indian Passport or any valid document as per KEAM Prospectus 2024)**
7. Non-creamy layer Certificate **(if admitted category is SEBC/OEC)**
8. EWS Certificate **(if admitted category is  EWS)**
9. Caste/Community Certificate **(if admitted category is SC/ST/Jews)**
10. **Transfer Certificate (Students without TC will not be permitted to join)**
11. **Conduct Certificate**
12. Physical Fitness Certificate in the relevant format given in Annexure XVII (b) of the Prospectus 2024
13. **Migration Certificate (for boards other than HSC/VHSC)**
14. Pass certificate of the qualifying examination (if issued)
15. Any other certificate of eligibility, if allotment is under any other quotas like CC, PT, XS, SD, DK, RP, JW, SG ETC.
16. Receipt of fee paid to CEE
17. Duly filled college registration form with the signature of the student and parent
18. Duly filled Anti-ragging affidavit, "Undertaking by the Candidate" and "Declaration" form – all 2 copies each signed by the student and parent
19. PTA fund receipt, Bus fund receipt, and CETAA registration receipt
20. One set of self-attested copies *of*

    i. *Allotment Memo issued by CEE*
    ii. *Data sheet of KEAM 2024*
    iii. *NATA Score Card (Architecture candidates only)*
    iv. *SSLC/10<sup>th</sup> Certificate*
    v. *Certificate to prove date of birth (SSLC/birth certificate/passport)*
    vi. *Mark list of the qualifying examination (Higher Secondary or equivalent)*
    vii. *Pass certificate of the qualifying examination (if issued)*
    viii. *EWS/Community/NCRL Certificate. as applicable*