

First Year B. Tech Engineering Admission 2017-18

Admission Reporting Date: **25th July to 29th July 2017.**

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

Reporting Venue: **Main Auditorium**

**** Documents Required ****

1. College Admission Form (D-34) will be available at reporting centre.
2. Anti Ragging **Notarised Affidavit** on Rs.100/- Judicial Stamp Paper **(by Student)** as per the Proforma available on the www.coep.org.in → Admission tab→Under Graduate→
3. Anti Ragging **Notarised Affidavit** on Rs. 100/- Judicial Stamp Paper **(by Parent)** as per the Proforma available on the www.coep.org.in Admission tab→Under Graduate→
4. **Proforma-H Affidavit** on Rs. 100/- Judicial 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 → Admission tab → Fee structure → Fee Collection Circular 2017-18.

**** Sequence of Documents to be submitted ****

1. Documents for Open Category

- a) College Admission Form
- b) University Eligibility Form
- c) Institute Fee Receipt (5 Copies)
- d) Leaving Certificate Original
- e) HSC Mark sheet Original
- f) SSC Mark sheet Original
- g) CET Mark sheet Original
- h) Nationality and Domicile Certificate Original
- i) Anti Ragging **Notarised** Affidavit **(by Student)**
- j) Anti Ragging **Notarised** Affidavit **(by Parent/Guardian)**
- k) One set of photocopy of all above documents.

2. Documents for Reserve Category

(OBC, VJNT, SBC, NT-B, NT-C, NT-D)

- a) College Admission Form
- b) University Eligibility Form
- c) Institute Fee Receipt (5 Copies)
- d) Leaving Certificate Original
- e) HSC Mark sheet Original
- f) SSC Mark sheet Original
- g) CET Mark sheet Original
- h) Nationality and Domicile Certificate Original
- i) Caste Certificate Original
- j) Caste Validity Or Proforma H Original
- k) Non-Creamy layer Certificate Original
- l) Anti Ragging **Notarised** Affidavit **(of Student)**
- m) Anti Ragging **Notarised** Affidavit **(of Parent/Guardian)**
- n) One set of photocopy of all above documents

3. Documents for Reserve Category

(SC, ST)

- a) College Admission Form
- b) Institute Fee Receipt (5 Copies)
- c) Leaving Certificate Original
- d) HSC Mark sheet Original
- e) SSC Mark sheet Original
- f) CET Mark sheet Original
- g) Nationality and Domicile Certificate Original
- h) Caste Certificate Original
- i) Caste Validity Or Proforma H Original
- j) Anti Ragging **Notarised** Affidavit **(of Student)**
- k) Anti Ragging **Notarised** Affidavit **(of Parent/Guardian)**
- l) One set of photocopy of all above 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

**** 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 LOAN- Students willing to avail EDUCATIONAL LOAN”

****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.

Director