



## Government College of Engineering and Research,

Avasarikhurd, Tal: Ambegoan, Dist. Pune-412 405

Phone: (02133)230582 E-mail : gcoeara@gmail.com Website : www.gcoeara.ac.in

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### IMPORTANT INSTRUCTIONS FOR FE/DSE ADMISSION 2018-19

All candidates wish to confirm admission in this college after verifying documents at ARC with status **Freeze and Confirmed** should follow steps given below.

#### A. keep ready with following documents with you.

1. Allotment letter printed from DTE website (two copies).
2. FC Receipt, Stamped and signed by FC Officer (Two copies).
3. ARC Receipt, Stamped and signed by ARC Officer (Two copies).
4. Xerox copies of all documents verified by FC and ARC, Stamped and signed by FC and ARC Officer). (Two copies each).
5. All original Documents with you.
6. Four copies of recent colour passport size photographs

#### B. Make following things ready;

7. Scan your photo in .jpg format it is required for I Card (give file name EN18xxxxxx-photo.jpg) where EN18xxxxxx is your application ID.
8. Scan your signature in jpg format it is required for I Card (give file name EN18xxxxxx-SGN.jpg) where EN18xxxxxx is your application ID.
9. Send an email to [arc6004@gcoeara.ac.in](mailto:arc6004@gcoeara.ac.in) (subject: please send me google form for FE admission my application ID is EN18-----)after receiving email institute will send you a google form.
10. Fill information in the google form received on your email from [arc6004@gcoeara.ac.in](mailto:arc6004@gcoeara.ac.in). Fill all information very carefully in **CAPITAL LETTERS** only except email. This

information is required for college record. Candidate should upload his already scanned photo and signature in google form (EN18xxxxxx-photo.jpg , and EN18xxxxxx-SGN.jpg) before submitting the form. Submit the google form online.

11. Candidate should fill Anti-Ragging undertaking on the **website: [http://antiragging.in/site/affidavits\\_registration\\_form.aspx](http://antiragging.in/site/affidavits_registration_form.aspx)**. Read all instructions carefully and fill in the information by following steps given on the website. Take the print of email received in your inbox from [inf@antiragging.info](mailto:inf@antiragging.info) Candidate and parents should sign their respective undertakings.

Candidate will need to fill following information while filling anti ragging undertaking online.

Sr.	Information asked online	Candidate should fill
1	Is it deemed university?	NO
2	Director /Principal Family Name	PANT
3	Director /Principal First Name	DR. AVINASH
4	Director/ Principal Gender	Male
5	College phone number	02133-230581
6	Your Registration /Enrolment Number	Candidates Application ID (EN18xxxxxx)
7	How many students are in your class	65

Take print out of Anti-Ragging undertaking from candidates email.

12. Download the admission Process sheet from institute website <http://www.gcoeara.ac.in/admission.php>.
13. Fill in the form carefully and attach two sets of xerox copies of your documents (xerox copies of all documents verified by FC and ARC, Stamped and signed by FC and ARC Officer).

**C) At institute while taking admission:**

14. Go to Room No. E-001 E&TC Building.

15. Get your documents verified from Scrutiny officer on **Scrutiny counter.**

16. Pay fees applicable to you online using **SBICOLLECT**

Sr.	Category	Fees applicable
1	OPEN/J&K/GOI	Rs. 25363/-,
2	OPEN with EBC	Rs. 17363/-,
3	TFWS	Rs. 9863/-,
4	ST/DT/VT/NT/OBC/SBC	Rs. 6363/-
5	SC/PMSSS	Rs. 1363/-

**Steps to pay fees online**

- i. Connect to: <https://www.onlinesbi.com/prelogin/icollecthome.htm>
  - ii. Accept terms and conditions
  - iii. Proceed
  - iv. Select State of Corporate/Institution: **Maharashtra**
  - v. Select type of institute: **Educational institute**
  - vi. Select name of institute: **Principal, Government College of Engineering and Research Awasari Khurd**
  - vii. Fill enrolment number EN18----- , Name, Branch, Mobile number , Category etc. and select fees applicable to you.
  - viii. Pay the fees and take the print out of receipt (Two Copies)
17. Attach fees paid receipt to process form.
18. Submit your original documents to **document collection counter.**
19. Confirm your admission on DTE website at admission.  
**Confirmation counter.**
20. Sign on admission confirmation receipt and get your copy of admission confirmation receipt.
21. Get your Roll number at admission confirmation counter.

**IMPORTANT: Keep additional 5 to 6 xerox copies of all documents for future work because original once taken will be returned only after eligibility formalities and it may take about six month duration. All candidates should scan all the documents and keep with them or keep scanned documents to on their email.**

*Direct Second Year students will use application ID as DSE18----*

**Notes:**

1. If a candidate is unable to produce original document/s if any at the time of admission on account of admission already taken elsewhere then he / she has to submit a **BONAFIDE** certificate issued by Head of concerned institute/College stating that candidate has been admitted to a particular course in that institution on a particular date and original certificates are retained by the institution. In such cases candidate must produce the copies of the certificates duly attested by the Principal/Head of the concerned institution. Such candidates are required to pay the full fees immediately at the time of admission produce the required original certificates within 04 working days after the date of payment of fees/date of admission.

2. **GAP CERTIFICATE:** IF there is any Academic Gap after completion of Class XII candidate should submit an **AFFIDAVIT** for GAP CERTIFICATE on Non-Judicial Stamp Paper of Rs.100/-.

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**OTHER INSTRUCTIONS:**

1) **COMMENCEMENT OF CLASSES:** Classes will be start regularly from 01/08/2018 as per time table displayed on Notice board (Click Here for Time table).

2) **CAMPAIGNING TO CURB RAGGING:** In order to curb the menace of Ragging in Higher Education the All India Council For Technical Education (AICTE), New Delhi vide its Notification no. 37-3/Legal/AICTE/2009 dated 25-03-2009 has taken a very serious view of ragging incidences in educational institutions and on Directions of the Hon'ble Supreme Court of India vide its Order dated 16.5.2007 has ordered strict implementation for Prevention and prohibition of Ragging in technical Institutions.

3) **COLLEGE UNIFORM:** Students should purchase college uniform as described below by their own. Uniform is compulsory on all working days except on Wednesday's. For Boys White Shirt and Full Black Pant (Black Jeans is not permitted). For Girls White Top/ Black Pant (Black Jeans is not permitted) OR Punjabi dress with White top and Black Bottom.

4) **HOSTEL MERIT LIST:**

1. For First year **Hostel Merit list will be displayed on college website after 22/07/2018.**

2. For Direct Second Year hostel merit list will be displayed after reporting.

3. Hostel Fees is to be paid in advance at the time of hostel admission.

4. Mess is compulsory to all students (Boys and Girls) staying in institute hostel and for Girls staying in staff quarters converted to hostel. Students should pay mess bill to mess contractor regularly.

5. Accommodation in staff quarters converted into hostel will be made available only after exhausting all seats available in regular hostel.

