



Government College of Engineering and Research,  
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No. GCOEARA/FE/instruction/2017/

Date:

## Important instructions

### (For First/Direct Second Year Engineering Admission on 2017-18)

All the students who have been allotted seat through CAP at Government College of Engineering and Research, Avsari (Khurd) for the academic year 2017-18 should note following.

1. Download and fill in the process form for First year /Direct Second year engineering admissions 2017-18. [Click Here to download process form.](#)
2. Attach following documents :
  - i. Allotment letter signed by candidate (Candidate can take print out from his/her log in)
  - ii. ARC seat acceptance acknowledgement.
  - iii. Attach one set of self attested photocopies of all documents and keep all original documents ready with you for verification.  
[Click here to check documents required.](#)
  - iv. **Receipt of admission fees paid (online):** Admission fees are to be paid only by online payment method using SBICOLLECT.

- 1) [Click HERE to Check Fees applicable to you.](#)
- 2) **How to pay fees online?** [Click Here for Step by Step Guide.](#)
- 3) **Pay your fees online.** [Click here to pay your fees online.](#)

- v. **Anti- Ragging undertaking by candidate and parents:** It mandatory for every candidate to fill the anti-ragging undertaking by candidate and his/her parents. For that candidate should visit Anti-Ragging 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.**

<b>Sr.</b>	<b>Information asked online</b>	<b>Candidate should enter</b>
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	Your Application ID (EN17xxxxxx)
7.	How many students are in your class	65

- vi. Five envelopes with parent's correspondence address and Rs. 5.00 postal stamp affixed on each.
- vii. Four recent passport size colour photographs.

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. [\*\*Click HERE to download Undertaking.\*\*](#)
2. GAP CERTIFICATE: IF there is any Academic Gap after completion of Class XII candidate should submit an **AFFIDAVIT** for GAP CERTIFICATE on Stamp Paper of Rs.100.
3. Candidates should keep minimum five sets of photocopies of all original documents ready with him/her for future because some of the original documents will be retained by college office.

## OTHER INSTRUCTIONS:

- 1) **COMMENCEMENT OF CLASSES:** Classes will be start regularly from 01/08/2017 as per time table displayed on Notice board ([Click Here for Time table](#)).
- 2) **ORIENTATION PROGRAM:** Welcome function cum Orientation program for First Year Students will be conducted on 01/08/2017 at 11.00 AM to 12.30 PM at Room No E-001 in Electronics and Telecommunication Engineering department. All should attend this function.
- 3) **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.  
**In this context a special program has been organized for all newly admitted students in presence of their parents and students of higher classes (SE/TE/BE) on 01/08/2017 at 12.30 PM to 1.30 PM in Room No. E-001 at Electronics and Telecommunication Engineering Department. All should attend this function.**
- 4) **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	For Girls
White Shirt and Full Black Pant (Black Jeans is not permitted)	White Top/ Black Pant (Black Jeans is not permitted) OR Punjabi dress with White top and Black Bottom.

## 5) HOSTEL MERIT LIST:

([Click HERE for Boys HOSTEL Fees and SEAT distribution details](#) )

([Click HERE for Girls HOSTEL Fees and SEAT distribution details](#) )

1. For First year hostel merit list will be displayed on 01/08/2017 at 3.30 PM.
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.