

Process Sheet for Direct Second Year Engg. Admissions 2015-16

Details to be filled by candidate:-

Full Name of Candidate as it appears on Diploma / B.SC. mark sheet		
Correspondence Address		
Application ID:-		PIN-
Are you claiming fee concession for Backward Class? :- <input type="radio"/> Yes <input type="radio"/> No		Are you physically handicapped – Yes /No
General Merit No.:-		
Category:- Open / SC / ST / VJ / DT / NT1 / NT2 / NT3 / OBC / SBC		
Date of birth :-	Gender :- Male / Female	
Course Allotted:-	Phone No. with STD Code:-	
Mobile No. :-	Email address :-	
Do you wish to apply for hostel facility? - <input type="radio"/> Yes <input type="radio"/> No		
(Darken the appropriate circle clearly, this data base will be used for preparation of hostel admission merit list)		
Information for Insurance Policy-		
1. Age of the student	_____ Years	
2. Full name of the earning parent / legal guardian		
3. Relationship with student		
I have read all the rules of admission and I understand that if any information/documents given by me in connection with my admission is later on at any stage, found to be false or incorrect, my admission will be cancelled, fees will be forfeited and I may be expelled from the college and will also be liable for the penal action as per law. I undertake to abide all the rules and regulations laid down by State Govt./Director of Technical Education/University/ Institute from time to time.		
(Signature and Name of candidate)		

For Office Use Only:-

For Scrutiny Section (Scrutiny Officer should verify all Original Documents)		
S.No.	Name of Document	Yes/No/NA
	Is the verification done from original documents?	
	Is the verification done from bonafide certificate & attested copies of certificates?	
	If Yes, attach undertaking for submission of original documents in 4 days	
1	All candidates - SSC Mark list	
2	All candidates - Diploma / B. Sc. Mark list	
3	All candidates - Leaving Certificate after Diploma / B. Sc.	
4	Affidavit about Gap after Diploma / B.Sc. (If applicable)	
5	All candidates – Domicile certificate / Proof of place of birth	
6	All candidates - Indian Nationality certificate / Proof of place of birth	
7	Backward class - Caste Certificate	
8	Backward class - Caste Validity Certificate / Copy of Undertaking (Pro forma H) with or without receipt of application for caste validity	
9	Backward class (Other than SC/ST) – Non Creamy Layer Certificate valid up to 31-03-2016	
10	All candidates - Affidavit of candidate about prohibition of ragging on Rs. 100 Non judicial stamp paper / Online undertaking about anti ragging along with printed e mail message	
11	All candidates - Affidavit of parent about prohibition of ragging on Rs. 100 Non judicial stamp paper / Online undertaking about anti ragging along with printed e mail message	
12	Type B - Domicile certificate of candidate/father/mother of candidate	
13	Type C - Certificate from the employer in the Pro forma – A	
14	Type D - Certificate from the employer in the Pro forma – B	

S.No.	Name of Document	Yes/No/NA
15	Def. 1 – Ex Service. - Defence Service Certificate in Pro forma – C	
16	Def. 1 – Ex Service. - Domicile certificate of father/mother who is Ex Serviceman	
17	Def. 2 – Act. Ser. Dom.- Defence Service Certificate in Pro forma – C	
18	Def. 2 – Act. Ser. Dom.- Domicile certificate of father/mother who is in service	
19	Def. 3 – Act. Ser. Non Dom. - Defence Service Certificate in Pro forma – C	
20	Def. 3 – Act. Ser. Non Dom. - Certificate from the employer in the Pro forma – D/E	
21	PH - Certificate in the pro forma–F/F-1	
22	PH - Domicile certificate of candidate	
All the necessary original documents are verified and candidate is found eligible for DSE admission (Tick appropriate box)		Yes No (Dr. N.P.Futane / Mr. A.A.Uplap/ Smt.D.B.Trimukhe) Signature and Name of Scrutiny Officer
Fees applicable: - Rs.		
(Dr. N.P.Futane) Signature and Name of Scrutiny Officer in charge		
For Students Section :-		
Following original documents and one set of xerox copies are to be retained by institute		
Sr. No.	Documents retained by institute	Yes / No
1	SSC mark list	Yes / No
2	Diploma / B.Sc. Mark list	Yes / No
3	Leaving Certificate after Diploma / B.Sc.	Yes / No
4	Affidavit about Gap after Diploma / B. Sc. (If applicable)	Yes / No
5	Caste Certificate	Yes / No
6	Caste Validity Certificate / Copy of Undertaking (Pro forma H)	Yes / No
7	Non Creamy Layer Certificate valid up to 31-03-2016	Yes / No
8	Affidavit of candidate about prohibition of ragging on Rs. 100 Non judicial stamp paper / Online undertaking about anti ragging along with printed e mail message	Yes / No
9	Affidavit of parent about prohibition of ragging on Rs. 100 Non judicial stamp paper / Online undertaking about anti ragging along with printed e mail message	Yes / No
10	Domicile certificate of candidate (Only for PH candidates)	Yes / No
11	Undertaking for submission of original documents within 4 days from date of admission	Yes / No
(S.R.Waimiki / Y.B.Zende) Signature and Name of Students Section In charge		
For Accounts Section:-		
Fees paid by – DD / Cash	Rs. -	
DD No :-	Date -	
Name of Bank and Branch :-		
Receipt No:-		
Date :-		
(D.D.Gaikwad / M.D.Talpe) Signature and Name of cashier		
For Confirmation of Admission :-		
Information of the candidate has been uploaded on DTE website through institute login.		
(Dr. S.B. Kharmale/ P.K.Bhagat) Signature and Name of Confirmation Section Officer		
For Data Entry Section :-		
All the necessary data entry about the candidate is completed.		
(Smt. A.M. Khale) Signature and Name of Data Entry Section In charge		