Ref: CGEC /Admission/2021-22/9   **Date: 22/09/2021**

LATERAL ADMISSION NOTICE - 2021-22

The candidates who have been finally allotted seats at Cooch Behar Government Engineering College for admission in 2nd Year B.Tech (Lateral Entry) are hereby directed to report at the institute as per WBJEE guidelines with the **duly attested hard copies of required documents** for final admission. Students are also instructed to **fill in the Admission Form after depositing the fees to the college account. The link to the admission form is given below:**

https://forms.gle/JPhR36jzTynbqXzH9

PAYMENT OF FEES

Payment of admission fees can be done by different modes like NEFT, RTGS, Online Banking, API and cheque deposition on bank account. **Please avoid cash deposition mode**.

		CSE & ECE	CE, ME & EE
01	**Lateral Admission in 2nd Year**	**Rs. 12,300/-**	**Rs. 8,800/-**

Bank details:
Account Name: COOCHBEHAR GOVT ENGG COLLEGE
Account No. 35521973547
IFSC: SBIN0000058
Bank Name: SBI
Branch Name: SAGARDIGHI SQUARE

a) The candidates are requested to take the most care to fill up the form with all necessary documents. The candidates must be ready with the following soft copy documents (**strictly within the given size limit**) required at the time of filling up the admission form online. The necessary formats for documents are provided at college web site (www.cgec.org.in).

1. Final Mark Sheet/Certificate (***only pdf strictly within 250 KB size), (mark sheet of all semester of Diploma/B.Sc., for B.Sc. candidates, class 12 mark sheet is mandatory)

2. Student's Photo (***only jpg / jpeg strictly within 40 KB size)

3. Student's Signature (***only jpg / jpeg strictly within 40 KB size)

4. Student's Aadhaar Card photocopy (***only pdf strictly within 300 KB size)

5. Allotment Card (***only jpg / jpeg strictly within 40 KB size)

6. Allotment Card (***only pdf strictly within 1 MB size)

7. DOB Proof (***only jpg / jpeg strictly within 40 KB size)

8. DOB Proof (***only pdf strictly within 1 MB size)

9. Anti-Ragging Declaration I in a non-judicial stamp paper of Rs. 10/- before an Oath Commissioner (Only for Student, 1st page only) (***only jpg / jpeg strictly within 40 KB size)

10. Anti-Ragging Declaration I in a non-judicial stamp paper of Rs. 10/- before an Oath Commissioner (Combined student and guardian) (***only pdf strictly within 1 MB size)

11. Category Certificate, if applicable (***jpg / jpeg strictly within 40 KB size)

12. Category Certificate, if applicable (***only pdf strictly within 1 MB size)

13. PwD Certificate, if applicable (***jpg / jpeg strictly within 20 KB size)

14. PwD Certificate, if applicable (***only pdf strictly within 1 MB size)

15. Medical fitness certificate (***only pdf strictly within 1 MB size)
(In prescribed format downloadable from website) for General, Health & Eye to be produced from a Registered Medical Practitioner. The Certificate of Blood Group is to be obtained from a authorized laboratory.

16. Domicile certificate (***only pdf strictly within 1 MB size) as per WBJEE 2021 format and guidelines

17. Character certificate (***only pdf strictly within 1 MB size) from the Head of the institution last attended

b) The above-mentioned documents are needed to be uploaded through the following link. Please do not make multiple attempts to fill in the form.
https://forms.gle/JPhR36jzTynbqXzH9

All candidate are hereby instructed to fill up the google form only once and very carefully. Read all the instructions of the notice minutely before filling up the form.

In case of any assistance required to fill in the form you can contact our officials within the office hours (11:00 AM -05:00 PM) through the group discussion (https://chat.whatsapp.com/Bq1JH39xeqb8J5bQwKbquj) as mentioned in point no. (a) of

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notice ref. no. **CGEC /Admission/2021-22/8** dated 22/09/2021 within the office hours (10.30 AM -5.30 PM) or post your mail.

c) The undernoted original documents with one attested photocopy (each) will be required at the time of physical reporting and admission at the college. **In case of any discrepancies found during the physical verification, the candidature may be cancelled.** The documents are to be arranged in the following manner before physical reporting to smoothly execute the process:

1. Domicile certificate
2. DOB Proof
3. Mark sheet of all semester of Diploma/B.Sc., for B.Sc. candidates, class 12 mark sheet is mandatory
4. Allotment Letter
5. Anti-Ragging Declaration (both student and guardian)
6. Category Certificate, if applicable
7. PwD Certificate, if applicable
8. Student's Aadhaar Card photocopy
9. Medical fitness certificate
10. Character certificate

d) **Notifications related to admission of 2021-22 will be notified time to time as required in the cgec.org.in. Students are requested to keep track of those notices for necessary action.**

e) For admission related assistance one may visit to Registrar's Office or contact our officials through the group discussion (https://chat.whatsapp.com/Bq1JH39xeqb8J5bQwKbquj) as mentioned in point no. (a) of notice ref. no. **CGEC /Admission/2021-22/8** dated 22/09/2021 within the office hours (10.30 AM -5.30 PM) or post your mail.

Email id for assistance: admission@cgec.org.in

Dr. Palash Das

PI Admin, Admission

Cooch Behar Government Engineering College

Copy forwarded for kind information and necessary actions to:

1. The Principal, CGEC
2. All coordinators of Admission Cell, CGEC
3. Registrar (Officiating), CGEC
4. Accounts Officer and DDO, CGEC