

Documents Required at the Time of Admission For Admission in 3rd Semester (Lateral Entry) of B.Tech

1. The **duly filled-in admission form** (downloadable from the website)
2. ORIGINAL & **TWO** self-attested photocopies of (i) Class X Admit Card or Certificate (ii) Class X Mark Sheet, (iii) Class XII Mark Sheet (if passed) and Diploma pass Certificate (iv) JELET Admit Card (v) JELET Rank Card (vi) Provisional Seat allotment letter (**original** and photocopy) (vii) Caste Certificate and (viii) PWD (Persons with Disability) certificate (if applicable) (ix) Caste Certificate (if applicable)
3. Original & Self attested copy of **CHARACTER CERTIFICATE / College Leaving Certificate** from the Head of the institution last attended
4. IN CASE OF BREAK OF STUDIES, a **self -declaration certificate** is to be submitted by the student and countersigned by the guardian.
5. ORIGINAL & Self attested copy of ANNUAL INCOME CERTIFICATE OF FATHER/GUARDIAN (only for TFW Candidates) : As instructed by WBJEEB
6. **ORIGINAL MIGRATION CERTIFICATE** - Students who have registered in any university need to submit Migration Certificate during admission
7. **Two (2) COPIES STAMP SIZE COLOUR PHOTOGRAPH** (without attestation) with full signature on the back side.
8. ORIGINAL & Self attested copy of **Domicile Certificate** : As instructed by WBJEEB, 2018.
9. ORIGINAL & Self attested copy of **MEDICAL FITNESS CERTIFICATE** (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 and submitted during admission.
10. ORIGINAL & Self attested copy of **TWO anti-ragging affidavits** as per FORMAT-I and FORMAT-II (downloadable from the website) in a non-judicial stamp paper of Rs. 10/- before an Oath Commissioner
11. Requisite amount of **admission fee in Demand Draft**. No other mode of payment will be accepted.
12. * For admission in reserved seats for scheduled castes (SC), scheduled tribes (ST), Other Backward Classes (OBC), Physically Handicapped (PH), candidates will be entertained only on submission of a certificate in support of his/ her caste signed by appropriate authority as per rule.

Note: Admission will be refused if original Certificates/Documents, affidavits and corresponding attested photocopies of certificates/documents are not presented /submitted at the time of admission.

FEES STRUCTURE FOR ADMISSION

FEES STRUCTURE for 3rd semester (Lateral entry)

		CSE & ECE	CE,ME & EE
01	Admission Fee (one time)	Rs. 1,000/-	Rs. 500/-
02	Tuition Fee (July-2018 to Dec.-2018)	Rs. 6,000/-	Rs. 3,000/-
03	University Development Fee (one time)	Rs. 1,650/-	Rs. 1,650/-
04	University Registration Fee (one time)	Rs. 500/-	Rs. 500/-
05	Caution Money Deposit (refundable) (one time)	Rs. 300/-	Rs. 300/-
06	Identity Card & Library Card (one time)	Rs. 100/-	Rs. 100/-
07	Medical fee (one time)	Rs. 50/-	Rs. 50/-
08	Athletic Fee (one time)	Rs. 100/-	Rs. 100/-
09	Institute Development Fee (one time)	Rs. 50/-	Rs. 50/-
10	Fees Book per book	Rs. 30/-	Rs. 30/-
11	Library Caution Deposit (refundable) (one time)	Rs. 2000/-	Rs. 2000/-
		Rs. 11,780/-	Rs. 8,280/-

**** Students having admitted in Lateral TFW category need not pay Tuition Fee. They have to pay as follows:**

ECE & CSE- Rs. 5780/-/-

CE, ME and EE- Rs. 5280/-

Payment of Fees at the time of admission

Payment of fees can be done ONLY by Demand Drafts from a nationalized bank in favour of “Cooch Behar Government Engineering College” payable at Cooch Behar. Demand draft required for admission is as given below:

		CSE & ECE	CE, ME & EE
01	Lateral Admission in 3rd sem without TFW category	Rs. 11,780/-	Rs. 8,280/-
02	Lateral Admission in 3rd sem admitted with TFW category	Rs. 5780/-	Rs. 5280/-

HOSTEL FACILITIES

There is no Hostel Facility for new admitted boys students. Hostel is available for Girls' students only.

GIRLS' HOSTEL CHARGES

1. Mess Entry Fee (One time at the time of admission)	Rs 300/-
2. Hostel Development Fund (One time at the time of admission)	Rs 400/-
3. Hostel Seat Rent (Per semester)	Rs 1200/-
4. Electricity charges (Per semester)	Rs 300/-
5. Hostel Caution Money (Refundable)(One time)	Rs 2500/-

Total Rs 4700/-

6. Mess advance (One time) of Rs 10000/-

Fresh girls-students willing to get hostel accommodation will have to deposit Rs 14700/- only by a separate demand draft from any nationalize bank in favour of "Cooch Behar Government Engineering College" payable at Cooch Behar.

ADMISSION RELATED CONTACT NUMBERS:

8902485964 / 8617455414 / 9830379279 / 03582-233041

This form is to be filled up completely in CAPITAL LETTERS, and SUBMITTED at the ADMISSION TABLE.
Incomplete form may be rejected

Office use only

Checked & Verified

GOVERNMENT OF WEST BENGAL
COOCH BEHAR GOVERNMENT ENGINEERING COLLEGE
ADMISSION FORM-2018-2019

Office use only

Admission date to the College:

Class Roll No:

TFW (Y/N):

To,
The Principal
Cooch Behar Government Engineering College
Cooch Behar- 736170

Respected Sir,

I do hereby apply for admission to B.Tech. Degree Course in your College. My full particulars are given below.

Yours faithfully,

Date:

.....
(Signature of the Student)

[To be filled by the candidate's own hand writing and submitted to the Admission Section of the College at the time of admission.]

1. (i) Name (in block letter) _____
(ii) Date of birth _____ (iii) Age (on 01.07.2018) _____
(iv) General Merit Rank _____ (v) Roll No.(JEE) _____
(vi) Branch Allotted _____ (vii) Gender _____
viii) Religion _____ ix) Whether Minority (Y/N) _____
x) PWD candidate (Y/N) _____ xi) Nature of PWD _____
xii) Mob. No: _____ xiii) Email _____
xiv) Aadhar No _____

***Paste attested
Recent Copy
of passport
size
Photograph
(Colour)***

2. Category(Gen/SC/ST/OBC-A/OBC-B) _____ (Sub caste if any) _____
3. a) Father's Name _____ Occupation _____
b) Mother's Name _____ Occupation _____
4. Present Address (with PIN & Phone No.) _____

5. Permanent address _____

6. Identification Mark _____ Height _____ Weight (in Kg.) _____

7. Examinations Passed.

Name of Exam.	Name of the Institution	Name of the Board/ Council/ University	Year	Total marks secured	%/ Grade	Divn.
Madhyamik/ 10th						
Higher Secondary/10+2						
Others						

8. Mark obtained in the H.S. or equivalent examination:

Physics			Chemistry			Mathematics	Biology / Other			Total/ Grade
Th	Pr	Total	Th	Pr	Total	Total	Th	Pr	Total	

9. Whether admitted to any College after H.S. Examination _____

Name of the College (if yes) _____
(Migration Certificate should be submitted within one month of admission in case of registered under any University)

10. Demand Draft (DD) No: _____ DD Date: _____ Bank: _____

I am to declare that above statement is true and aware of fact that my admission to this College is liable to be cancelled if any statement given by me is found wrong. I shall abide by the rules and regulation of this College.

Signature of the Student

I am to declare that above statement is true and aware of fact that my son's/ daughter's admission to this College is liable to be cancelled if any statement given by him/ her is found wrong. He/ She shall abide by the rules and regulation of this College. I also undertake to pay the College dues regularly till completion of his/ her study.

Signature of Guardian

Declaration Regarding Attendance

I do hereby declare that I will strictly follow the attendance criteria of the affiliating University as per norms and failing which I will not be able to fill up University semester Examination form.

Signature of Guardian
Date:

Signature of Student
Date:

On Rs.10/- Non Judicial Stamp Paper

ANNEXURE AFFIDAVIT BY THE STUDENT (Format 1)

I, _____ (full name of student with admission / registration / enrolment number)
S/o / d/o Mr. /Mrs. /Ms. _____

1) Having been admitted to _____ (name of the institution) have received a copy of the AICTE regulations on Curbing the menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the "Regulations") carefully read and fully understood the provisions contained in the said Regulations.

2) I have, in particular, perused clause 4 of the Regulations and am aware as to what constitutes ragging.

3) I have also, in particular, perused clause 5(3) and clause 8.4(a) of the Regulation and am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.

4) I hereby solemnly aver and undertake that

a) I will not indulge in any behavior or act that may be constituted as ragging under clause 4 of the Regulations.

b) I will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 4 of the Regulations.

5) I hereby affirm that, if found guilty of ragging, I am liable for punishment according to clause 8.4(a) of the Regulations, without prejudice to any other criminal action that may be taken against me under any penal law or any law for the time being in force.

6) I hereby declare that I have not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, I am aware that my admission my ward is liable to be cancelled.

Declared this on _____ day of _____ month of _____ year

Signature of Deponent

Name

VERIFICATION

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at _____ (place) on this the _____ (day) of _____ (month) _____ (year)

Signature of Student

Solemnly affirmed and signed in my presence on this the (day) of month, (year) after reading the contents of this affidavit.

OATH COMMISSIONER

On Rs.10/- Non Judicial Stamp Paper

ANNEXURE II AFFIDAVIT BY PARENT/GUARDIAN (Format 2)

I, _____ Mr. /Mrs. /Ms. (full name of parent/guardian) father / mother/guardian of _____ (full name of student with admission /registration/enrolment number),

1) Having been admitted to _____ (name of the Institution), have received a copy of the AICTE regulations on Curbing the menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the "Regulations") carefully read and fully understood the provisions contained in the said Regulations.

2) I have, in particular, perused clause 4 of the Regulations and am aware as to what constitutes ragging.

3) I have also, in particular, perused clause 5(4) and clause 8.4(a) of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against my ward in case he/she is found guilty or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.

4) I hereby solemnly aver and undertake that

a) My ward will not indulge in any behavior or act that may be constituted as ragging under clause 4 of the Regulations.

b) My ward will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 4 of the Regulations.

5) I hereby affirm that, if found guilty of ragging, my ward is liable for punishment according to clause 8.4(a) of the Regulations, without prejudice to any other criminal action that may be taken against my ward under any penal law or any law for the time being in force.

6) I hereby declare that my ward has not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, I am aware that my admission my ward is liable to be cancelled.

Declared this _____ day of _____ month of _____ year _____

Signature of Parent

Name:

Address:

Telephone/Mobile No:

VERIFICATION

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at _____ (place) on this the _____ (day) of _____ (month) and _____ (year)

Signature of Parent

Solemnly affirmed and signed in my presence on this the _____ (day) of _____ (month), _____ (year) after reading the contents of this affidavit.

OATH COMMISSIONER

COOCH BEHAR GOVERNMENT ENGINEERING COLLEGE

Medical Certificate (*Prescribed format*)

JEE ROLL NO. _____
RANK _____

I have examined _____ a candidate for admission into the Cooch Behar Govt. Engg. College and observed as follows.

1. Personal mark of identification _____

2. Age: a) Stated:-

Years: Month(s): Day(s):

b) Apparent:-

Years: Month(s): Day(s):

3. Chest measurement:-

▪ Normal: (in cms)-

▪ Full inspiration (in cms)-

▪ Full expiration (in cms)-

4. Height:

5. Weight:

6. General physic:

7. Blood group:

8. Heart:

9. Lungs:

10. Vaccinal condition (all candidates must be re-vaccinated before joining):

11. Abdominal viscera (with special note about abdominal rings):

12. Malaria affection:

13. Eyesight (vide note below)

(Eye sight standard)

A- Allowable

a) Myopia or myopic assignation- Correcting Lens not exceeding 8 D. Acuteness of vision correction 6/6 in one eye and 6/9 in another.

b) Hypermetropat not exceeding 14D hypermetropic astigmatism correcting lens not exceeding 4D acuteness of vision after correction 6/9 in one and another.

B- Disqualifying

a) Defective vision arising from nebula or the cornea or any pathological condition of the deeper structures.

b) Colour blindness (achronatopsia).

c) Paralysis of the exterior muscles of the eye.

N.B. Candidates wearing glasses must attach herewith a recent certificate showing the power of glasses.

and I do hereby certify that I cannot discover that he/ she has any disease constitutional affection or badly or mental infirmity except-

I do not consider the above to be disqualification rendering him/ her unfit now or likely to make him/ her unfit, in future for active outdoor service as practical Engineer or Surveyor.

Dated: this day of / / 20

Signature of Medical Examiner

Name of Medical Examiner: _____

Registration No. of Medical Examiner: _____

Cooch Behar Government Engineering College
Application form for Girls' hostel

Form No: CGEC /2018 / _____ (form no. will be allotted from this college)

To
The Principal,
Cooch Behar Govt. Engg. College
Cooch Behar

Mobile No. of Student
M: _____

Mobile No. of Parent/ Guardian
M: _____

Sir,

I beg to state that I want to avail Hostel facility subject to the availability of seat. Kindly allow me the accommodation and obliged.

My Particulars:

1. Name (IN BLOCK LETTERS) :
2. JEE Rank No..... 2. a) Branch:
3. Class Roll /Provisional No.....
4. (GEN/SC/ST/OBC) :
5. Guardian's Name :
6. Father's Name :
7. Mother's Name :
8. Total Income of Guardian/Father:..... (Per month)
9. Occupation of Guardian/Father:.....
10. Permanent Address:P.O.....PS-
DistState:.....Pin.....
11. Telephone/Mobile No. :
12. Name & Address, Telephone No. of Local guardian (Compulsory):

**Paste attested
Recent Copy of
passport size
Photograph
(Colour)**

Declaration:

I do hereby declare that all information given above are true and correct to the best of my knowledge and I have not given any wrong information. **I also declare that I have read and understood the hostel rules and regulations framed by college authorities and failing to abide by the same may result in cancellation of my boarder ship in the CGEC hostels without warning further.**

.....
(Full Signature of Parent/Guardian)

.....
(Full Signature of Student)

To
The Principal
Cooch Behar Government Engineering College
Cooch Behar

Date:

Sub: Self declaration for my break of studies

Respected Sir

Myself _____, son/daughter of _____
_____, passed Diploma in Engineering Examination in the year
_____.

I had not taken admission in any other college after passing Diploma in Engineering.

OR

I had taken admission in _____
college, however I had not registered under University. I will submit you the TC / Cancelled
admission document from previous college within one month of my admission without which my
candidature will be cancelled.

OR

I had taken admission in _____
college and I had registered under _____ University. I will
submit you the Migration Certificate from previous University within one month of my admission
without which my candidature will be cancelled.

Kindly allow me to take admission in your college.

Yours sincerely,

_____, Dept. _____

COOCH BEHAR ENGINEERING COLLEGE

Check List for Admission [Submit (\times / \surd / NA) at side of each document]

ADMISSION DESK	REGISTRATION DESK
<ul style="list-style-type: none">Duly filled-in admission form	1. Admit Card / Certificate of Class X
<ul style="list-style-type: none">Admit Card / Certificate of Class X	2. Marksheet of Class XII (if applicable)
<ul style="list-style-type: none">Mark-sheet of Class X , XII, DIPLOMA	3. Marksheet of DIPLOMA
<ul style="list-style-type: none">JELET Admit Card	4. Provisional Seat allotment letter for this college (Original)
<ul style="list-style-type: none">JELET Rank Card	5. Transfer Certificate (if applicable)
<ul style="list-style-type: none">Provisional Seat allotment letter for this college	6. Migration Certificate (Original) (if applicable)
<ul style="list-style-type: none">Provisional Admission letter	7. Domicile Certificate (Original)
<ul style="list-style-type: none">Caste Certificate (if applicable)	8. Character / School leaving Certificate (Original)
<ul style="list-style-type: none">PHW Certificate (if applicable)	9. Anti-ragging Affidavit (Original)
<ul style="list-style-type: none">TFW / Income Certificate (if applicable)	10. Self-declaration Certificate for break of studies
<ul style="list-style-type: none">Character / School leaving Certificate	
<ul style="list-style-type: none">TC / Migration Certificate	
<ul style="list-style-type: none">Anti-ragging Affidavit	
<ul style="list-style-type: none">Medical Fitness Certificate	
<ul style="list-style-type: none">Four copies Stamp Size Colour Photograph with full signature at the back	