Ref: CGEC /Admission/2024-25/1   **Date: 15/07/2024**

NOTICE FOR REPORTING AT CGEC AFTER WBJEE ONLINE COUNSELLING 2024 FOR B.TECH 1ST YEAR COURSES AND SUBSEQUENT ADMISSION

For Reporting:

The candidates who have been allotted seats at Cooch Behar Government Engineering College in WBJEE online counseling 2024 for 1st year B.Tech courses are hereby directed to follow the undernoted instructions and response immediately:

✓ **The reporting dates are given in WBJEE website (time for reporting within 10:30 AM to 04:00 PM).**

✓ The candidates must be ready with the following documents (**original and one self-attested photocopy**) for document verification.

    I.   WBJEE 2024 Rank Card

    II.   Provisional Seat allotment letter

    III.   Class 10 admit card/birth certificate for verification of date of birth

    IV.   Class 10 Mark sheet

    V.   Class 12 Mark sheet

    VI.   Domicile certificate, as per Sections 3.4, 3.4.1 and 3.4.2 of Information Bulletin WBJEE 2024

    VII.   Category Certificate, if applicable (**Respective category certificate as per Sections 5.1, 5.2, 5.3 and 5.4 of the Information Bulletin WBJEE 2024. OBC-A/B/EWS certificates must be issued on or after 01.04.2024. It must clearly mention that the candidate belongs to non-Creamy layer and sub-category of OBC-A or OBC-B or EWS**)

    VIII.   PwD Certificate, if applicable, as per section 5.5 of Information Bulletin WBJEE 2024

    IX.   TFW Certificate, if applicable, as per sections 6.0, 6.1 and 6.2 of Information Bulletin WBJEE 2024

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✓ **Reporting Venue: Room No. AC117, Academic Building, Cooch Behar Government Engineering College, Vill: Harinchawra, P.O. Ghughumari, Dist: Cooch Behar 736170, West Bengal.**

For Admission:

The candidates who have been finally allotted seats at Cooch Behar Government Engineering College for admission in 1st Year B.Tech 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 before reporting to CGEC for document verification and subsequent admission. Please note the following few points to fill out the form:

1. Candidates who are willing to admit at CGEC with "No Upgradation" should ONLY fill out the form before reporting to CGEC for smooth and quick admission process.

2. The Admission Fee Transaction related information should be left blank while filling out the form before reporting to CGEC.

3. One edit form link will be sent to the candidate's email ID after submission of the form.

4. The candidate must edit the form after document verification, PI reporting, followed by the admission fees deposition.

5. However, filling out the form before physically reporting to CGEC, DOES NOT confirm the candidate's admission at CGEC. This is ONLY advised to fill out the form before reporting to ensure faster process execution.

The link to the admission form is given below:

https://forms.gle/b9cVVEh1wSKXnKP36

PAYMENT OF FEES

Payment of admission fees can be done by online payment through SBI collect mode **only after successful physical document verification and PI reporting at CGEC campus**.

Particulars	Amount
ECE and CSE (without TFW)	INR 13,000
EE, ME and CE (without TFW)	INR 9,500
ECE and CSE with **allotted TFW category**	INR 7,000
EE, ME and CE with **allotted TFW category**	INR 6,500

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Note: Fees structure is available at www.cgec.org.in

✓ **The undernoted original documents with two self-attested photocopies (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. WBJEE Seat Allotment Letter

2. Domicile certificate, as per Sections 3.4, 3.4.1 and 3.4.2 of Information Bulletin WBJEE 2024

3. DOB Proof (Class 10 Admit card or Birth Certificate)

4. Class 10 Mark sheet

5. Class 12 Admit Card

6. Class 12 Mark sheet

7. Category Certificate, if applicable (**Respective category certificate as per Sections 5.1, 5.2, 5.3 and 5.4 of the Information Bulletin WBJEE 2024. OBC-A/B certificates must be issued on or after 01.04.2024. It must clearly mention that the candidate belongs to non-Creamy layer and sub-category of OBC-A or OBC-B or EWS**)

8. PwD Certificate, if applicable, as per section 5.5 of Information Bulletin WBJEE 2024

9. TFW Certificate, if applicable, as per sections 6.0, 6.1 and 6.2 of Information Bulletin WBJEE 2024

10. Student's Aadhaar Card photocopy

11. Anti-Ragging Declaration (both student and guardian) should be processed from https://www.antiragging.in/ and the **signed hard copies of necessary declaration forms** should be submitted.

12. Medical fitness certificate, as per format given in the college website (www.cgec.org.in), however, it can be submitted later as well.

13. A Cancelled Cheque or a self-attested copy of 1st Page of Pass Book of the Bank Account (in case of refund, if any) has to be submitted. The necessary application form can be downloaded from admission section of college website. (www.cgec.org.in).

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✓ Notifications related to admission of 2024-25 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.

✓ For admission related assistance one may visit to Registrar's Office or contact our officials within the office hours (10.30 AM -5.30 PM) or post email. One WhatsApp group has been created for better communication with the candidates (strictly within office hours). Hence all reporting candidates are requested to join this group:

https://chat.whatsapp.com/LMZtJXQmWKh87N7Itkzawh

Contact No.: **9732933357,** Email id for assistance: **admission@cgec.org.in**

Dr. Shyamal Ghosh

PI Admin, Admission (2024)

Cooch Behar Government Engineering College

Copy forwarded for kind information and necessary actions to:

1. The Principal, CGEC

2. Registrar, CGEC

3. Accounts Officer, CGEC

4. All coordinators of Admission Cell, CGEC