COLLEGE OF ENGINEERING CHERTHALA

<u>DOCUMENTS TO BE SUBMITTED AT THE TIME OF ADMISSION</u>

<u>List of item to be submitted at the time of Admission</u>

1. Allotment memo.
2. Admit card & score card.
3. Original fee receipt to LBS
4. Nativity of the candidate.
5. Certificate to prove date of birth.
6. Documents for proving academic eligibility as per prospectus.
7. Valid Non Creamy Layer certificate-for communal reservation seat.
8. Valid Community Certificate for SC/ST reservation.
9. For Fee concession to OEC category –certificate to prove community.
10. Fee concession to those as is given to OEC – certificate to prove community and Income certificate are required.
11. Fee concession to children of Fishermen – certificate from Fisheries Officer concerned of Kerala Fishermen Welfare Fund Board.
12. Fee concession to inmates of Sri Chitra Home, Nirbhaya Home & Juvenile Home - certificate from Director, Women and Child development.
13. PD Quota-Certificate from Medical Board.
14. EWS quota- Only for forward community having income not above 4 lakh or should produce Income and Asset statement in the financial year 2024-25 or AAY/PHH certificate.
15. At the time of admission, if a candidate produces documents for availing fee concession (OEC category & Educational concession as is given to OEC category), the same may be accepted and benefits can be given.
16. Any other document for supporting the validity of the allotment got by the candidate in that category of seat.
17. Two passport size photo.

*NB: -1.Students has to **keep necessary attested and scanned copies of qualifying certificates** for their future personal use. The Originals will be returned only after completion of University formalities.*

2. All certificates as listed above must be produced for verification at the time of admission. ***Candidates will not be given any chance to produce the original documents / certificates asked for, on a subsequent occasion.***