Ghani Khan Choudhury Institute of Engineering and Technology
(A CFTI under the Ministry of Education, Govt. of India)
Narayanpur, Malda -732141, West Bengal

Date: 15/08/2023

Notification/Guidelines
Admission/Registration in Diploma Programs through JEXPO/VOCLET - 2023 counseling for Academic Year of 2023-24

All Candidates,

Greetings from Ghani Khan Choudhury Institute of Engineering and Technology, Malda — a Centrally Funded Technical Institute (CFTI) established under the Ministry of Education, Govt. of India! In this A.Y. of 2022-23, our Institute is offering AICTE approved Diploma programs (3 years duration) in (i) **Civil Engineering** (ii) **Computer Science and Technology** (iii) **Electrical Engineering**, (iv) **Food Processing Technology** and (v) **Mechanical Engineering** affiliated to West Bengal State Council of Technical & Vocational Education & Skill Development (WBSCT&VE&SD), Kolkata.

The admission criteria are:

(a) Secured a rank in JEXPO/VOCLET -2023
(b) Candidate/s must pass Class X examination for JEXPO and 10+2/10+2 (Vocational) or ITI for VOCLET from a recognized Board/Council/Institute.
(c) Candidates should not be born after 01.07.2008 for admission to 1st Semester Diploma.
(d) Candidates can get more information regarding eligibility criteria in JEXPO/VOCLET Information Brochure-2023 and also from West Bengal State Council of Technical & Vocational Education & Skill Development (WBSCT&VE&SD) Counselling Notification. They must ensure that they satisfy the criteria, prior to the application for admission.

Students may send their queries in following department-wise e-mail IDs:

Civil Engineering	kiran@gkiciet.ac.in
Computer Science and Technology	subrata@gkciet.ac.in
Electrical Engineering	sandip@gkciet.ac.in
Food Technology	kshirod@gkciet.ac.in
Mechanical Engineering	dharmeswar@gkciet.ac.in
Dean (Acad., P & D)	koushik@gkciet.ac.in

Students may also contact the following officials for any emergency clarification during office hours; otherwise, emails should be the preferred mode of contact:

Dr. Kiran Yarrakula	*8220584487*	*About Civil Engineering. Dept.*
Mr. Subrata Roy	*8159016714*	*About Computer Science and Technology Dept.*
Dr. Sandip Chanda	*7866931504*	*About Electrical Engineering Dept.*
Dr. Kshirod Kumar Dash	*7866931516*	*About Food Processing Technology Dept.*
Mr. Dharmeswar Dash	*8917430439*	*About Mechanical Engineering Dept.*
Dr. Koushik Paul	*7866931508*	*About process of admission, filling form & others*

(1) **Submission of following documents through offline mode only, during admission:**

Sl. No.	Items
(i)	Duly filled in Application Form (The application format is available in our Institute website, www.gkciet.ac.in, please see **Annexure-I**) (Please visit the *Disciplinary Rules & Regulation for Students of this Institute* **and UGC Anti-ragging Regulations** as available in Institute website at www.gkciet.ac.in before filling your Application Form, all students of this Institute must obey the same during their stay of Degree Program)
(ii)	Copy of Rank Card/Score Card of JEXPO/VOCLET -2023 (Self Attested in case of Photocopy/Print Copy)
(iii)	Copy of Provisional Seat Allocation Letter issued by the JEXPO/VOCLET -2023 (Self Attested in case of Photocopy/Print Copy)
(iv)	Copy of any other documents issued by the JEXPO/VOCLET -2023 (Original or Self Attested in case of Photocopy/Print Copy)
(v)	Migration Certificate (for such candidate who passed their qualifying exam before the year of 2023 and/or had admitted for their higher study in any Institute/College/ University etc.) or a declaration in a Stamp Paper of Rs. 10/- by the Candidate and Parents/Guardian mentioning not pursuing any higher study or Migration Certificate is to be submitted. (For declaration format, please see **Annexure-II**) *(Original document only)*
(vi)	Copy of Admit Card of Secondary or equivalent examination. (Self Attested in case of Photocopy/Print Copy)
(vii)	Copy of Mark-sheet of Secondary or equivalent examination (Self Attested in case of Photocopy/Print Copy)
(viii)	Copy of Certificate of Secondary or equivalent examination. (Self Attested in case of Photocopy/Print Copy)
(ix)	Copy of Admit Card of H.S. or equivalent examination (if available) (Self Attested in case of Photocopy/Print Copy)
(x)	Copy of Mark-sheet of H.S. or equivalent examination (if available) (Self Attested in case of Photocopy/Print Copy)
(xi)	Copy of Certificate of H.S. or equivalent examination (if available) (Scan Copy of the Original or Self Attested in case of Photocopy/Print Copy)
(xii)	Address Proof/Domicile Certificate from the Competent Authority (as per Annexure **III**; refer to JEXPO/VOCLET -2023 Information Bulletin) *Original Document only*
(xiii)	Copy of Aadhar Card of the Candidate (Self Attested in case of Photocopy/Print Copy)
(xiv)	Copy of Caste Certificate issued by the competent authority for candidates that are allotted under category of SC/ST/OBC-A / OBC-B. (Self Attested in case of Photocopy/Print Copy)
(xv)	Copy of Physically Challenged Certificate issued by the competent authority for candidates those are allotted under category of PwD. (Self Attested in case of Photocopy/Print Copy)
(xvi)	Physical Fitness Certificate of Candidate (as per **Annexure- IV**) *(Original document)*

(xvii)	Anti-Ragging by Candidate in a Stamp Paper of Rs. 10/- as per format of **Annexure-V.** Or printout of online documents from UGC website.
(xviii)	Anti-Ragging by Parents in a Stamp Paper of Rs. 10/- as per format of **Annexure-VI.** Or printout of online documents from UGC website.
(xix)	3 copies of a recent passport sized colour photograph
(xx)	Affidavit (Rs. 10/- stamp paper) as per format of **Annexure-VII** *Original document*
(xxi)	Income Certificate for TFW/EWS-allotted candidates as per **Annexure-VIII** **Original document**

(*Wherever self-attested copies are being submitted, students must show original documents to the verifying officer*)

The admission fee has to be paid only after departmental faculty verifies and accepts your documents. Students are advised to visit JEXPO/VOCLET 2023 Information Brochure to know about the competent authorities who can issue Domicile Certificate/EWS/TFW forms.

(2) **Payment of Fees (for 1st Semester only JEXPO/3rd Semester VOCLET)**

Only after successful verification of all documents, an admission/registration fee (1st /3rd Semester Fee) of **Rs. 1,205/- (Rs. 905/- for TFW candidates)** is to be paid for admission. Fee Structure for Diploma programs is enclosed as **Annexure-IX**.

The payment can be made by Online Transfer (NEFT/IMPS/Phone Pe/Google Pay etc.) Details of the Institute Bank Account where the above-mentioned amount is to be transferred through NEFT/IMPS/Phone Pe/Google Pay for confirming your admission in our Institute are:

A/c Holder	**Ghani Khan Choudhury Institute of Engineering and Technology**
A/c No.	**919010044132909**
IFSC	**UTIB0003140**
Bank Name	**Axis Bank**
Branch	**Mangalbari Branch, Malda**
Account Type	**Savings Account**

Student must preserve receipt of online transfer/transaction along with the UTR No. and Transaction ID whichever available or both. Respective UTR No. and Transaction ID of payment are to be provided to us by following Google link.
https://forms.gle/qvn4rjc7m7FgKbY57
Online transfer can be made from (i) candidate/parents/guardian/relative's bank account, please take print/make pdf file of your transaction/payment or (ii) through any bank, please take receipt from bank and collect UTR No. & Transaction ID of your payment from bank.
OR,   payment can be made through Demand Draft.

(3) **Confirmation of your provisional admission**

After receiving the receipt, UTR No. and Transaction ID of your online payment or Demand Draft, concerned officers/Finance Section will check respective payment status. On successful payment only, concerned departmental officers will confirm your provisional admission in Diploma program of this Institute.

(4) **Submission of hard copies of necessary documents**

Submit hard copy of the application with all originals as per Sl. No. 1 (i, v, xii, xvi, xvii, xviii, xx, xxi) and self-attested photocopies for other necessary documents as per the section (1) physically in the office/Academic Section of our Institute during admission/counselling. Additional documents as per the WBSCT&VE&SD may be required during registration under the affiliating State Council. Your final admission will be confirmed only after receiving all of the necessary/required documents by the Institute / State Council.

Physical reporting and document verification timeline at the Institute will be as per State Council notification/s.

(5) **Hostel Facility**

Hostel rooms are not guaranteed. However, the Institute at its own discretion may allocate hostel rooms to the students once mess facilities are ready. An amount of Rs. 6,000/- per semester per student (mess charges extra) will be collected as room rent when hostels become operational. Students are advised to get in touch with the Hostel Management Council (HMC) for details about hostel accommodation.

Please follow our Institute website at www.gkciet.ac.in for any update regarding your admission/registration in Diploma programs of this Institute.

This issues with approval of the Competent Authority.

Sd/-
(Dr. Koushik Paul)
Dean (Acad., P & D)