



Ghani Khan Choudhury Institute of Engineering and Technology

(A CFTI under the Ministry of Education, Govt. of India)

Narayanpur, Malda -732141, West Bengal

Date: 31/08/2020

Notification/Guidelines

Admission/Registration in B.Tech Programs through WBJEE Counseling for Academic Year of 2020-21

All Candidates,

Greetings from Ghani Khan Choudhury Institute of Engineering and Technology, Malda-a Centrally Funded Technical Institute (CFTI) established under the Ministry of H.R.D, Govt. of India! In this Academic Year of 2020-21, our Institute is offering AICTE approved B. Tech programs (4 years duration) in (i) **Electrical Engineering**, (ii) **Food Technology** and (iii) **Mechanical Engineering** affiliated to Maulana Abul Kalam Azad University of Technology (MAKAUT), West Bengal.

You are most welcome in this Institute. However, as a part of the admission in above B.Tech programs, you are hereby requested to follow below mentioned process:

(1) Please attend following Webinar for clarification, if any and know about the Institute

You are strongly encouraged to go through the details of our Institute, all departments and facilities available in our Institute website at www.gkciet.ac.in and a short documentary on our Institute and an introductory speech by our Hon'ble Director Sir available in the link: <https://youtu.be/jYXNwi4FjsM>

| | Date | Time | Link |
|-----------------------|-------------------------|-------------------|---|
| 1 st Round | 01.09.2020 (Tuesday) | 1:00pm onwards | https://global.gotomeeting.com/join/249077165 |
| 2 nd Round | 25.09.2020 (Friday) | 1:00pm onwards | https://global.gotomeeting.com/join/530881141 |
| 3 rd Round | 20.10.2020 (Tuesday) | 1:00pm onwards | https://global.gotomeeting.com/join/215099941 |

New to GoToMeeting? Get the app, and be ready when your first meeting starts, at <https://global.gotomeeting.com/install/249077165>. Regarding any technical details & clarification, please contact **Mr. Gopal Bandyopadhyay at 7866931527**.

Before attending the webinar, you may send your details (name, contact no./WhatsApp no., e-mail ID and department allotted etc.) in following department-wise e-mail IDs:

| | |
|-------------------------------|---------------------------|
| Electrical Engineering | admission_ee@gkciet.ac.in |
| Food Technology | admission_ft@gkciet.ac.in |
| Mechanical Engineering | admission_me@gkciet.ac.in |

Additional webinar will be arranged as per requirement/demand of the candidates. You are therefore asked to send your request in the above e-mail IDs (department-wise). Schedule of the additional webinars will be announced in the Institute website (www.gkciet.ac.in) accordingly.

You may contact the following officials for your clarification:

| | | |
|---------------------|------------|---|
| Dr. Debrup Hui | 7866931505 | About Webinar, Institute, Training & Placement |
| Dr. Sandip Chanda | 7866931504 | About Electrical Engineering Dept. & Fee Payment |
| Dr. Kshirod Dash | 7866931516 | About Food Technology Dept. |
| Dr. Hasibur Rahaman | 7866931525 | About Mechanical Engineering Dept. |
| Mr. Dharmeswar Dash | 7866931518 | About necessary documents |
| Dr. Koushik Paul | 7866931508 | About process of admission, filling form & others |
| Dr. Nilkanta Barman | 7866931503 | Overall |

(2) Submission of following documents through e-mails only (department-wise as per above e-mail IDs)

| 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 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 WBJEE-2020 (Scan Copy of the Original or Self Attested in case of Xerox/Print Copy) |
| (iii) | Copy of Provisional Admission/Allotment Letter issued by the WBJEEB (Scan Copy of the Original or Self Attested in case of Xerox/Print Copy) |
| (iv) | Copy of any other documents issued by the WBJEEB (Scan Copy of the Original or Self Attested in case of Xerox/Print Copy) |
| (v) | Migration Certificate (for such candidate who passed before the year of 2020 and 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 (if applied for the same or not available) by end of October, 2020. (For declaration format, please see Annexure-II) (Send Scan Copy of original document only) |
| (vi) | Copy of Admit Card of Madhyamik or equivalent examination (Scan Copy of the Original or Self Attested in case of Xerox/Print Copy) |
| (vii) | Copy of Mark-sheet of Madhyamik or equivalent examination (Scan Copy of the Original or Self Attested in case of Xerox/Print Copy) |
| (viii) | Copy of Certificate of Madhyamik or equivalent examination (Scan Copy of the Original or Self Attested in case of Xerox/Print Copy) |
| (ix) | Copy of Admit Card of H.S. or equivalent examination (Scan Copy of the Original or Self Attested in case of Xerox/Print Copy) |
| (x) | Copy of Mark-sheet of H.S. or equivalent examination (Scan Copy of the Original or Self Attested in case of Xerox/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 Xerox/Print Copy) |

| | |
|---------|--|
| (xii) | Address Proof/Domicile Certificate from the Competent Authority (Format as per Annexure-III) (<i>Send Scan Copy of Original by e-mail</i>) |
| (xiii) | Copy of Aadhar Card of the Candidate (Scan Copy of the Original or Self Attested in case of Xerox/Print Copy) |
| (xiv) | Copy of Caste Certificate issued by the competent authority for candidates those are allotted under category of SC/ST/OBC (Scan Copy of the Original or Self Attested in case of Xerox/Print Copy) |
| (xv) | Copy of Physically Challenged Certificate issued by the competent authority for candidates those are allotted under category of PWD. (Scan Copy of the Original or Self Attested in case of Xerox/Print Copy) |
| (xvi) | Copy of Income Certificate issued by competent authority (as per Annexure-IV) for candidates those are allotted under the scheme of Tuition Fee Waiver (TFW) (Scan Copy of the Original or Self Attested in case of Xerox/Print Copy) |
| (xvii) | Copy of EWS Certificate issued by competent authority (as per Annexure-V) for candidates those are allotted under scheme of Economically Weaker Sections (Scan Copy of the Original or Self Attested in case of Xerox/Print Copy) |
| (xviii) | Physical Fitness Certificate of Candidate (as per Annexure-VI) (<i>Send Scan Copy of Original document by e-mail</i>) |
| (xix) | Copy of Affidavit for Anti-Ragging by Candidate in a Stamp Paper of Rs. 10/- as per format of Annexure-VII (<i>Send Scan Copy of Original document by e-mail</i>) |
| (xx) | Copy of Affidavit for Anti-Ragging by Parents in a Stamp Paper of Rs. 10/- as per format of Annexure-VIII (<i>Send Scan Copy of Original by e-mail</i>) |
| (xxi) | Copy of School Leaving Certificate (<i>Send Scan Copy of Original by e-mail</i>) |
| (xxii) | Soft copy of a recent passport sized colour photograph in JPG/JPEG format |
| (xxiii) | Up-gradation form, if any. |

(In case of self attested copy, you may take photocopy/xerox of original documents. Sign on them, then scan those signed copies and send via e-mail.)

(a) Make a single .pdf file of all above documents and name the file as department_yourfullname_GENRank.pdf

(b) In case individual file, name the file as department_yourfullname_GENRank_SINo.of Items(like 2_i).pdf or department_yourfullname_GENRank_SINo.of Items(like2_i).jpg

Send all documents by a single mail mentioning your name, father's name and department allotted, and GEN & Category (if applicable) Ranks.

(3) Verification of all documents after receiving through e-mails

After receiving all required documents from each candidate in above e-mail of respective department, the concerned departmental officers will contact with the candidate/parents over telephone, WhatsApp Chat/Video Calling or other digital video mode for verification of all documents. During verification, all original documents are to be shown by the candidate and concerned officers are also to be satisfied with your documents. Thereby, all candidates are requested to keep ready all above required documents serially before the verification. Your verification schedule, verification report and any declaration on your documents as per requirement/institute norms will be informed by the concerned departmental officials.

(4) Payment of Fees (for 1st Semester Only)

Only after successful verification of all documents, an admission/registration fee (1st Semester Fee of **Rs. 18,620/- (Rs. 17120/- for TFW candidates)** is to be paid for admission. Fee Structure for B. Tech programs of 4 years duration is enclosed as **Annexure-IX**.

(Other fees, if any as per the Institute/affiliating University, will be collected after your admission, and your seat booking fee paid to WBJEEB will be refunded as and when WBJEEB will sent it to us)

The payment can be made either by

(A) Preferably 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 |

Mandatorily/must keep receipt of your online transfer/transaction along with the UTR No. and Transaction ID whichever available or both. Respective UTR No. and Transaction ID of your payment are to be provided to us by following Google link and send respective receipt copy to above e-mail ID (department-wise).

<https://forms.gle/4yLcNwefgJpC92ws6>

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

(B) Payment by Demand Draft (DD)

In case of non-availability of online transfer facility, prepare a Demand Draft (DD) of the above mentioned amount drawn in favour of **Ghani Khan Choudhury Institute of Engineering and Technology** payable at **Malda**. Send a scan copy of your Demand Draft (DD) in the above e-mail ID (department-wise) as a file to be named as

department_yourfullname_GENRank_DD.pdf
or **department_yourfullname_GENRank_DD.jpg**

Name of the candidate should be written in pencil at the back side of DD and then, send your Demand Draft (DD) by post to our Institute Officer:

OSD (Acad & Exam)/Academic Coordinator

Academic Section

Ghani Khan Choudhury Institute of Engineering and Technology
Narayapur, Malda, West Bengal-732141

In case of Demand Draft, your admission may be confirmed after receiving your Demand Draft only. This method will take longer time in confirming your payment. Hence, unless absolute necessity, please avoid paying your fee by the Demand Draft.

(5) Confirmation of your provisional admission (B. Tech in A. Y. of 2020-21)

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 B.Tech program of this Institute.

(6) Submission of hard copies of necessary documents

Send hard copy of the application with all originals as per Sl. No. 2(i, v, xii, xviii, xix, xx, xxi) and self attested xerox copies for other necessary documents as per the section (2), and *one xerox copy of the whole set* by speed post to *OSD (Acad & Exam)/Academic Coordinator, Academic Section, Ghani Khan Choudhury Institute of Engineering and Technology, Narayapur, Malda, West Bengal-732141* or by physically in the office/Academic Section of our Institute by the 2nd Week of October, 2020/as per the affiliating University/before registration under the affiliating University. Your final admission will be confirmed only after receiving all of the necessary/required documents as per the Institute / affiliating University.

(7) Hostel Facility

The hostel facility inside campus of the Institute is under construction and hence, Institute is unable to provide such facility at present. However, it will be available after the completion of construction in due course of time. It is likely to take at least one year. In case of girls' students, a 50 seated hostel facility is available, that to be allotted '*First Come First Served*' basis. Accordingly, additional hostel fee will be collected by the Institute in physical presence of the students.

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

This issues with approval of the competent authority.

Koushik Paul
31/8/20
(Dr. Koushik Paul)

Member Secretary/ Registration & Admission Committee-2020

Copy to: Director, GKCiet, Malda for kind information please

Application and Other Forms for WBEE admission 2020

<https://drive.google.com/drive/folders/1JoxZMrThT1vGSItGVoCsyVz-PUdDspRa?usp=sharing>