



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

Date: 13/10/2020

Notification/Guidelines

**Admission/Registration in Diploma Programs through JEXPO &
VOCLET Counseling/Provisional Admission 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 Education, Govt. of India! In this Academic Year of 2020-21, our Institute is offering AICTE approved Diploma programs (3 years duration) in (i)**Civil Engineering**,(ii)**Computer Science & Technology**,(iii)**Electrical Engineering**, (iv) **Food Processing Technology** and (v) **Mechanical Engineering** affiliated to West Bengal State Council of Technical & Vocational Education and Skill Development (WBSCT&VE&SD), Kolkata.

The admission criteria are:

For candidates taking admission in 1st Year:

- Candidates must pass Madhyamik Examination from West Bengal Board of Secondary Education or its equivalent Board/Council with English, Physical Science/Science and Mathematics amongst others as subjects and secure at least 35% marks (no rounding off) in aggregate without additional. Conforming to the benchmark of 35% marks (no rounding off) in aggregate, is a must, failing which candidature will be cancelled even after allotment of a seat.
- The candidate should not be born after 01.07.2005 and there is no upper age limit.

For candidates taking admission in 2nd Year:

- Candidates must pass H.S. (Vocational) from West Bengal State Council of Technical & Vocational Education & Skill Development or pass Xth + (2 years ITI). Candidates passed H.S. (Vocational) from other Council or appearing in ITI during 2020 are not eligible.
- There is no age limit.

You are most welcome in this Institute. However, as a part of the admission in above Diploma programs, you are hereby requested to follow below mentioned process. For any query, you may contact the following officials department-wise for your clarification:

Dr. Koushik Paul	7866931508	About Civil Engineering Dept.
Mr. Showmik Bhowmik	7003554814	About Computer Science & Engineering Dept.
Dr. Sandip Chanda	7866931504	About Electrical Engineering Dept.
Dr. Kshirod Kumar Dash	7866931516	About Food Technology Dept.

Dr. Hasibur Rahaman	7866931525	About Mechanical Engineering Dept.
Mr. Dharmeswar Dash	7866931518	
Dr. Nilkanta Barman	7866931503	Overall

For any query, you may also mail to the department-wise e-mail IDs:

Civil Engineering	admission_ce@gkciet.ac.in
Computer Science & Engineering	admission_cst@gkciet.ac.in
Electrical Engineering	admission_ee@gkciet.ac.in
Food Processing Technology	admission_ft@gkciet.ac.in
Mechanical Engineering	admission_me@gkciet.ac.in

(1) Submission of following documents through e-mails only (as per your allotment letter copy to the department-wise e-mail IDs mentioned above in addition to siraj@gkciet.ac.in)

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 the Diploma Program)
(ii)	Copy of Rank Card of JEXPO/VOCLET-2020 (Scan Copy of the Original)
(iii)	Copy of Final Allotment Letter issued by the State Council (Scan Copy of the Original)
(iv)	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 November, 2020. (For declaration format, please see Annexure-II) (Send Scan Copy of original document only)
(v)	Copy of Admit Card of Madhyamik or equivalent examination (Scan Copy of the Original)
(vi)	Copy of Mark-sheet of Madhyamik or equivalent examination (Scan Copy of the Original)
(vii)	Copy of Certificate of Madhyamik or equivalent examination (Scan Copy of the Original)
(viii)	Copy of Admit Card of H.S. (Vocational) or Xth +(2 years ITI) for 2 nd year admission (Scan Copy of the Original)
(ix)	Copy of Marksheet of H.S. (Vocational) or Xth +(2 years ITI) for 2 nd year admission (Scan Copy of the Original)
(x)	Copy of Certificate of H.S. (Vocational) or Xth +(2 years ITI) for 2 nd year

	admission (Scan Copy of the Original)
(xi)	Address Proof/Domicile Certificate from the Competent Authority (Format as per Annexure-III) <i>(May send a Scan Copy of Original by e-mail, must submit physically later as per notice of the State Council)</i>
(xii)	Copy of Aadhar Card of the Candidate (Scan Copy of the Original)
(xiii)	Copy of Caste Certificate issued by the competent authority for candidates allotted under category of SC/ST/OBC-A/OBC-B certificate. SC/ST candidates having such certificates issued by the authorities of states other than West Bengal are not eligible for reserved seats. (Scan Copy of the Original)
(xiv)	Copy of Physically Challenged Certificate issued by the competent authority (to be issued by any Govt. hospital) for candidates those are allotted under category of PC (Physically Challenged). (Scan Copy of the Original)
(xv)	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). Candidates who are domiciled in West Bengal and whose annual family income is less than Rs. 2.50 lakhs may be considered under TFW scheme. (Scan Copy of the Original)
(xvi)	Copy of GEN-EWS Certificate issued by competent authority (as per Annexure-V) for candidates those are allotted under scheme of General-Economically Weaker Sections. (Scan Copy of the Original)
(xvii)	Physical Fitness Certificate of Candidate (as per Annexure-VI) <i>(May send a Scan Copy of Original by e-mail, must submit physically as per notice of the State Council)</i>
(xviii)	Copy of Affidavit for Anti-Ragging by Candidate in a Stamp Paper as per format of Annexure-VII <i>(May send a Scan Copy of Original by e-mail, must submit physically later as per notice of the State Council)</i>
(xix)	Copy of Affidavit for Anti-Ragging by Parents in a Stamp Paper as per format of Annexure-VIII <i>(May send a Scan Copy of Original by e-mail, must submit physically later as per notice of the State Council)</i>
(xx)	Copy of School Leaving Certificate <i>(May send a Scan Copy of Original by e-mail, must submit physically later as per notice of the State Council)</i>
(xxi)	Soft copy of a recent passport sized colour photograph in JPG/JPEG format

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

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

After receiving all required documents from each candidate in referred email (siraj@gkciet.ac.in)/above e-mail ids of respective departments, the concerned departmental officers will contact with the candidate/parents over telephone,

WhatsAppChat/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.

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

Only after successful verification of all documents, an admission/registration fee (1st Semester Fee) of **Rs. 1205/- (Rs. 905/- for TFW candidates), in addition to the seat booking fee of Rs. 500/- paid to the State Council**, is to be paid for admission. Fee Structure for Diploma programs of 3 years duration is enclosed as **Annexure-IX**.

(Any excess fee collected may be adjusted later)

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

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/p4HsMZfWc4awPESx6>

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.

(4) Confirmation of your provisional admission (Diploma in A. Y. of 2020-21)

After receiving the receipt, UTR No. and Transaction ID of your online payment, 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.

(5) Submission of hard copies of necessary documents

Send hard copy of the application with all originals as per Sl. No. 2(i, iv, xi, xvii, xiii, xix, xx) 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 post/ after pandemic as per the affiliating Council/before registration under the affiliating Council. Your final admission will be confirmed only after receiving all of the necessary/required documents as per the Institute / affiliating Council.

(6) 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 female 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. Students interested in availing hostel facilities should visit

https://www.gkciet.ac.in/uploads/1/2020-09/notification_hostel.pdf

and fill relevant forms uploaded in the link.

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)

Member Secretary/ Registration & Admission Committee-2020

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