



Ghani Khan Choudhury Institute of Engineering and Technology

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

Narayanpur, Malda -732141, West Bengal

Memo No. GKCIET/Acad./02/2025/52

Date: 14/07/2025

Notification/Guidelines

Admission/Registration in Diploma Programs through WBSCTE&VE&SD-2025 counseling for Academic Year of 2025-26

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 2025-26, 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) Allotment letter of WBSCT&VE&SD
- (b) Candidate/s must pass Class X examination for 1st Year and 10+2/10+2 (Vocational) or ITI for VOCLET from a recognized Board/Council/Institute.
- (c) Candidates should not be born after 01.07.2010 for admission to 1st Semester Diploma.
- (d) Must be an Indian Citizen
- (e) Candidates can get more information regarding eligibility criteria in State Council Information Brochure-2025 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@gkciet.ac.in
Computer Science and Technology	babul@gkciet.ac.in
Electrical Engineering	surajit@gkciet.ac.in
Food Technology	kshirod@gkciet.ac.in
Mechanical Engineering	nitesh@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:

Prof. Kiran Yarrakula	8220584487	About Civil Engineering. Dept.
Dr. Babul Prasad Tewari	6297479700	About Computer Science and Technology Dept.
Dr. Surajit Chattopadhyay	9735353700	About Electrical Engineering Dept.
Prof. Kshirod Kumar Dash	7866931516	About Food Processing Technology Dept.
Mr. Nitesh Mandal	9062722980	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 State Council (Self Attested in case of Photocopy/Print Copy)
(iii)	Copy of Provisional Seat Allocation Letter issued by the State Council (Self Attested in case of Photocopy/Print Copy)
(iv)	Copy of any other documents issued by the State Council (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 2025 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). This is not applicable for 2025 Class X/Class XII passouts. (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 State Council 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 and Parents in a Stamp Paper of Rs. 10/- as per format of Annexure-V & VI . Or printout of online documents from UGC website. https://www.antiragging.in/affidavit_standalone_form.php
(xviii)	3 copies of a recent passport sized colour photograph
(xix)	Income Certificate for TFW/EWS-allotted candidates as per Annexure-VII Original document
(xx)	School Leaving Certificate in original documents
(xxi)	Affidavit (Rs. 10/- stamp paper) as per format of 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 State Council Information Brochure to know about the competent authorities who can issue Domicile Certificate/EWS/TFW forms.

(2) Payment of Fees (for 1st Year / 2nd Year)

Only after successful verification of all documents, an admission/registration fee (1st Year / 2nd Year Fee) of **Rs. 1,205/- (Rs. 905/- for TFW candidates)** is to be paid online for admission. Fee Structure for Diploma programs is enclosed as **Annexure-IX**.

Payment can be made through GKCIET payment link from GKCIET website www.gkci.ac.in

(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, xix, 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.gkci.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)

Ghani Khan Choudhury Institute of Engineering and Technology



(A Centrally Funded Technical Institute under the Ministry of Education, Govt. of India)
(Affiliated to WBSCT&VE&SD [TET&SD] & MAKAUT, Govt. of West Bengal)
Narayanpur, Malda - 732141, West Bengal
www.gkciet.ac.in

न हि ज्ञानेन सदृशं पवित्रमिह हिद्यते

Roll No: ____/Diploma/2025-26/____/____

Application for admission/registration to Diploma Program at Ghani Khan Choudhury Institute of Engineering & Technology, Malda through WBSCT&VE&SD online counselling-2025

SESSION 2025-26

(FILL THE FORM IN CAPITAL LETTERS ONLY)

Affix your recent Passport Size Colour Photograph

1.	Name of the Candidate						
2.	Father's Name						
3.	Mother's Name						
4.	Date of Birth (DD/MM/YYYY)						
5.	Gender (M/F/T) Please Tick (✓)	Male		Female		Third Gender	
6.	Nationality		7. State				
8.	Religion		9. Blood Group				
10.	Student's contact no.						
11.	Student's email ID						
12.	Father's /Guardian's contact no. (Must)						
13.	Address						
	Full Residential/ Permanent address with P.O., P.S., District, State and PIN						
	Parent's address with P.O., P.S., District, State and PIN (Must)						

Application No:		Allotted Department	
Rank:		Allotted Category	

14. Category, Please Tick (✓)

The supporting documents are to be submitted, if applied under the category.

(i) GEN		(ii) Physical Challenged		(iii) EWS	
(iv) OBC-A		(v) OBC-B		(vi) SC	
(vii) ST		(viii) TFW		(ix) LLQ	

15. Fees Details

An admission / registration fee (for 1st Year / 2nd Semester-Lateral Entry only) of **Rs. 1,205/- (Rs. 905/- for TFW Allotted Candidates)** needs to be paid online per candidate.

The payment can be made through GKCIET Payment link from GKCIET official website <https://www.gkciет.ac.in>

16. Check List/Supporting Documents are to be provided/enclosed

- a. Original documents / two sets of self-attested photocopied documents are to be submitted physically for your provisional admission/registration. Queries can be sent to:

kiran@gkciет.ac.in	for Civil Engineering
babul@gkciет.ac.in	for Computer Science & Engineering
surajit@gkciет.ac.in	for Electrical Engineering
nitesh@gkciет.ac.in	for Mechanical Engineering
kshirod@gkciет.ac.in	for Food Technology
koushik@gkciет.ac.in	For admission form fill-up

- b. The hard copy of this application along with the following original documents as per Sl. No. (1, 5, 12, 16, 19, 20 and 21) and self-attested copies for the rest of necessary documents, and a xerox copy of whole set are to be submitted physically in the office/Academic Section of this Institute as per notice/ guidelines. Your final admission/registration will be confirmed after receiving all of the necessary documents only.

Sl. No.	Items	(Yes/No)
1.	Payment receipt showing transaction details /Receipt	
2.	Copy of Rank Card/Score Card of State Council (Self Attested in case of Photocopy/Print Copy)	
3.	Copy of Provisional Seat Allocation Letter issued by the State Council (Self Attested in case of Photocopy/Print Copy)	
4.	Copy of any other documents issued by the State Council (Original or Self Attested in case of Photocopy/Print Copy)	
5.	Migration Certificate (for such candidate who passed their qualifying exam before the year of 2025 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). This is not applicable for 2025 Class X/Class XII passouts. (Original document only)	
6.	Copy of Admit Card of Secondary or equivalent examination (Self Attested in case of Photocopy/Print Copy)	
7.	Copy of Mark-sheet of Secondary or equivalent examination (Self Attested in case of Photocopy/Print Copy)	
8.	Copy of Certificate of Secondary or equivalent examination. (Self Attested in case of Photocopy/Print Copy)	
9.	Copy of Admit Card of H.S. or equivalent examination (if available) (Self Attested in case of Photocopy/Print Copy)	
10.	Copy of Mark-sheet of H.S. or equivalent examination (if available) (Self Attested in case of Photocopy/Print Copy)	
11.	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)	

12.	Address Proof/Domicile Certificate from the Competent Authority (as per Annexure III ; refer to State Council Information Bulletin) Original Document only	
13.	Copy of Aadhar Card of the Candidate (Self Attested in case of Photocopy/Print Copy)	
14.	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)	
15.	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)	
16.	Physical Fitness Certificate of Candidate (as per Annexure- IV) (Original document)	
17.	Anti-Ragging by Candidate and Parents in a Stamp Paper of Rs. 10/- as per format of Annexure-V & VI . Or printout of online documents from UGC website. https://www.antiragging.in/affidavit_standalone_form.php	
18.	3 copies of a recent passport sized colour photograph	
19.	Income Certificate for TFW/EWS-allotted candidates as per Annexure-VII Original document	
20.	Copy of School Leaving Certificate in original documents	
21.	Affidavit (Rs. 10/- stamp paper) as per format of Annexure-VIII Original document	

Eligibility of your candidature will be considered as per the norms of Govt. of India

* Application with incomplete details or without necessary documents may be summarily rejected.

UNDERTAKING

I do hereby declare that the particulars stated by me in this application form are true to the best of my knowledge and belief. I have read the information related to rules and regulations as given in the admission/counselling brochure/institute website. I shall abide by the terms and conditions therein. Further, in the event of suppression or distortion of any fact like category, educational qualifications, nationality, etc. made in my application form, I understand that my candidature is liable for cancellation. I also understand that the decision of the authorities of Institute regarding my admission/registration is final and I shall abide by the decision of the Institution. Further, if admitted, I promise to abide by the academic and disciplinary rules and norms of the Institute/affiliating University/other Governing Bodies such as AICTE and UGC etc., Govt. of India. I have also read Disciplinary Rules for students given in the Institute website under Student Zone and will abide them.

I am aware that hostel facilities are not available at this moment, and will abide by the hostel rules and regulations as and when it is provided to me.

Further, I declare that I have provided the correct and authentic information through e- mail and during online verification. If any information given by me in form of digital or hard copy, is found incorrect at any point of time, my admission/candidature will automatically stand CANCELLED without any further reference, and I will also be liable for all the consequences for submitting the false information.

Anti-ragging Undertaking Reference No. _____

Signed on ____/____/2025

Signature of the Parent/s

Signature of the Candidate

Importance Information for the students

This is a ragging free Campus. Names of the Anti-Ragging Committee members and Name of the Anti-Ragging Squad members are given in the Institute website under the category of Information Centre < <https://www.gkciet.ac.in/facility/Anti-Ragging>> .

Student also are advised to go through ragging related circulars (UGC regulations on Curbing the Menace of Ragging in Higher Education Institutions 2009 and its subsequently amendments) given on UGC website.

The Institute follows Central Govt/AICTE guideline pertaining to "Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act 2013 and stakeholders may visit Institute website>Information Centre>ICC section (<https://www.gkciet.ac.in/facility/icc>) in this regard. Name of Members and contact details of Internal Complaint Committee are uploaded there.

To be executed on Stamp Paper

Declaration on Migration Certificate

Name:_____

Father's/Mother's Name: _____

Village/Locality:_____

P.O./Street:_____

P.S./Municipality:_____

Dist.:_____

I do hereby declare that I have passed my Higher Secondary Examination/ Equivalent Examination in the year of_____. I have not got admitted in any of the Institutions/Colleges/Universities etc. for my higher studies during last year(s). The Institute is liable to cancel my candidature any time, if found such cases.

Or

I do hereby declare that I have passed my Higher Secondary Examination/ Equivalent Examination in the year of_____. I have admitted in _____ for my higher studies (B.Sc/others). I have applied for Migration Certificate which will be submitted by me within day of_____month of_____year_____. The Institute is liable to cancel my candidature any time, if not submitted.

Signature of the Candidate

Signature of Father/Mother/Guardian

Session 2025-26, 2025-26

DOMICILE CERTIFICATE

Appropriate Domicile Certificate (Proforma-A, B or C) in original is to be submitted at the time of admission in the Polytechnic / Institute.

PROFORMA – A

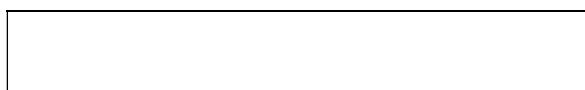
**Residential / Domicile Certificate for candidates residing in the State of West Bengal
continuously for at least last 10 (ten) years as on 31.12.2024**

(This certificate will be issued by an Officer of the State Govt. in the rank of Block Development Officer or Sub-Divisional Officer or Additional District Magistrate of State or Central Govt. of similar rank or above OR Executive Officer of Municipality / Assistant Commissioner or above in Commissionerate of State or Central Govt. of similar rank or above)

Certified that son / daughter of
..... is a resident / permanent resident of West
Bengal at Village / House No. Street
Post Office Police Stationin the
District of under
Assembly Constituency and has been living in the State of West Bengal continuously / uninterruptedly for the
last 10 (ten) years as on 31.12.2024.

Paste a good quality
recent passport size
colour photograph of
size 4.5 cm x 3.5 cm
within this box
same as that was used
for Application Form
in 2025

(candidate's photograph)



(Candidate must sing within the above box
in front of the Certifying Authority)

Signature of the Certifying Authority with Date :

Name of the Certifying Authority :

Designation with Office Seal of the Certifying Authority :

Office Phone No.: Mobile No. (Optional)

ID No. (Optional)

Note: (i) *Photograph is to be Attested by the Certifying Authority.*
(ii) *The Certifying Authority should preserve a duplicate copy of this Certificate.*

PROFORMA – B

**Residential / Domicile Certificate for candidates residing in the State of West Bengal
continuously for at least last 10 (ten) years as on 31.12.2024**

(This certificate will be issued by the Head of the Institution
from where the candidate passed his/her Secondary / Higher Secondary / ITI Examination)

Certified that son / daughter of
..... has passed / appeared the (i) Secondary
(Madhyamik) Examination or equivalent examination, OR (ii) Higher Secondary (10+2) Examination or
equivalent examination, OR (iii) Passed 10th + 2 year ITI (continuous) in the year from the Institute
.....

It is also certified that the student is a resident / permanent resident of West Bengal at Village / House No.
..... Street Post Office
Police Station in the District of
under Assembly Constituency and has been living in the State
of West Bengal continuously / uninterruptedly for the last 10 (ten) years as on 31.12.2024.

Paste a good quality
recent passport size
colour photograph of
size 4.5 cm x 3.5 cm
within this box
same as that was used
for Application Form in
2025

(candidate's photograph)



(Candidate must sing within the above box
in front of the Certifying Authority)

Signature of the Certifying Authority with Date:

Name of the Certifying Authority :

Designation with Office Seal of the Certifying Authority :

Office Phone No.: Mobile No. (Optional)

ID No. (Optional)

Note: (i) Photograph is to be Attested by the Certifying Authority.

(ii) The Certifying Authority should preserve a duplicate copy of this Certificate.

PROFORMA – C

Residential / Domicile Certificate for candidates not residing in the State of West Bengal continuously for at least last 10 (ten) years as on 31.12.2024

(This certificate will be issued by an Officer of the State Govt. in the rank of Block Development Officer or Sub-Divisional Officer or Additional District Magistrate of State or Central Govt. of similar rank or above OR Executive Officer of Municipality / Assistant Commissioner or above in Commissionerate of State or Central Govt. of similar rank or above)

Certified that son / daughter of has passed / appeared the (i) Secondary (Madhyamik) Examination or equivalent examination, OR (ii) Higher Secondary (10+2) Examination or equivalent examination, OR (iii) Passed 10th + 2 year ITI (continuous) in the year from the Institute

It is also certified that the candidate is a resident / permanent resident of Village / House No. Street Post Office Police Station in the District of under Assembly Constituency and has been living in the State of continuously / uninterruptedly for the last 10 (ten) years as on 31.12.2024.

Paste a good quality recent passport size colour photograph of size 4.5 cm x 3.5 cm within this box same as that was used for Application Form in 2025

(Candidate's photograph)

Paste a good quality recent passport size colour photograph of size 4.5 cm x 3.5 cm within this box

(Father's / Mother's photograph)

(Candidate must sing within the above box in front of the Certifying Authority)

(Candidate's Father / Mother must sing within the above box in front of the Certifying Authority)

Signature of the Certifying Authority with Date:

Name of the Certifying Authority :

Designation with Office Seal of the Certifying Authority :

Office Phone No.: Mobile No. (Optional)

ID No. (Optional)

Note: (i) Photographs are to be Attested by the Certifying Authority.

(ii) The Certifying Authority should preserve a duplicate copy of this Certificate.

MEDICAL CERTIFICATE (to be issued by a Registered Medical Practitioner)					
<u>GENERAL EXPECTATIONS</u>					
Candidates should have good general physique. In particular, <ul style="list-style-type: none"> Chest measurement should not be less than 70 cm, with satisfactory limits of expansion and contraction. Vision should be normal. In case of defective vision, it should be corrected to 6/9 in both eyes or 6/6 in the better eye. Colour blind and uni-ocular (having vision in only one eye) persons are restricted from admission to certain courses. Hearing should be normal. Defective hearing should be corrected. Heart and lungs should not have any abnormality and there should be no history of mental illness and epileptic fits. 					
1	Name of the candidate:				Gender:
2	Identification Mark (a mole, scar or birthmark), if any				
3	Major illness/operation, if any (specify nature of illness/operation)				
4	Height in cm:		Weight in kg:		Blood Group:
5	Past History	(a) Mental illness (b) Epileptic Fit			
6	Chest (a) Inspiration in cm		(b) Expiration in cm		
7	Hearing				
8	Vision with or without glasses:	Right Eye	Left Eye	Colour Blindness	Unocular vision (having vision in only one eye)
9	Respiratory System				
10	Nervous System				
11	Heart (a) Sounds		(b) Murmur		
12	Abdomen (a) Liver (b) Spleen	Hernia		Hydrocele	
<div style="display: flex; justify-content: space-between;"> <div style="width: 15%;"> <input style="width: 100px; height: 20px; margin-bottom: 10px;" type="checkbox"/> <input style="width: 100px; height: 20px;" type="checkbox"/> </div> <div style="width: 85%;"> <p>Any other defects:</p> <p style="text-align: center;">Certificate of Medical Fitness</p> <p>The candidate fulfils the prescribed standard physical fitness, medical fitness and is FIT for admission to Engineering/Architecture/ Pharmaceuticals/ Science Course.</p> <p>The candidate does not fulfil the prescribed standard of physical fitness/medical fitness and is unfit/temporarily unfit for admission due to following defects:</p> </div> </div> <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="width: 20%; text-align: center;"> <hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> Name of the Doctor </div> <div style="width: 20%; text-align: center;"> <hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> Regn. No </div> <div style="width: 20%; text-align: center;"> <hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> Signature with date </div> <div style="width: 20%; text-align: center;"> <hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> Seal </div> </div>					

Stamp Paper of Rs. 10/-

AFFIDAVIT BY THE STUDENT

I, _____ (full name of student)
s/o d/o Mr./Mrs./Ms. _____,
having been admitted to **Ghani Khan Choudhury Institute of Engineering & Technology, Malda** have received a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the "Regulations") carefully read and fully understood the provisions contained in the said Regulations.

- 1) I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.
- 2) I have also, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against me, in case, I am found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
- 3) I hereby solemnly aver and undertake that
 - a) I will not indulge in any behaviour or act that may be constituted as ragging under clause 3 of the Regulations.
 - b) I will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.
- 4) I hereby affirm that, if found guilty of ragging, I am liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against me under any penal law or any law for the time being in force.
- 5) I hereby declare that I have not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote ragging; and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is liable to be cancelled.

Declared this _____ day of _____ month of _____ year.

Signature of the Deponent:

Name:

Address:

Phone No. / Cell No.

VERIFICATION

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at _____ (place) on this the _____ (day) of _____ (month), _____ (year).

Signature of Deponent:

Solemnly affirmed and signed in my presence on this the _____ (day) of _____ (month), _____ (year) after reading the contents of this affidavit.

OATH COMMISSIONER:

Note: It is mandatory to submit this affidavit in the above format, if you desire to register for the academic session.

Stamp Paper of Rs. 10/-

AFFIDAVIT BY PARENT / GUARDIAN

I, Mr./Mrs./Ms. _____ (full name of parent/guardian)
 father/mother/guardian of _____
 (full name of student), having been admitted to **Ghani Khan Choudhury Institute of Engineering & Technology, Malda** have received a copy of the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009, (hereinafter called the "Regulations"), carefully read and fully understood the provisions contained in the said Regulations.

- 1) I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.
- 2) I have also, in particular, perused clause 7 and clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against my ward in case he/she is found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
- 3) I hereby solemnly aver and undertake that
 - a) My ward will not indulge in any behaviour or act that may be constituted as ragging under clause 3 of the Regulations.
 - b) My ward will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 3 of the Regulations.
- 4) I hereby affirm that, if found guilty of ragging, my ward is liable for punishment according to clause 9.1 of the Regulations, without prejudice to any other criminal action that may be taken against my ward under any penal law or any law for the time being in force.
- 5) I hereby declare that my ward has not been expelled or debarred from admission in any institution in the country on account of being found guilty of abetting or being part of a conspiracy to promote ragging; and further affirm that, in case the declaration is found to be untrue, the admission of my ward is liable to be cancelled.

Declared this _____ day of _____ month of _____ year.

Signature of Deponent:

Name:

Address:

Telephone/ Mobile No.:

VERIFICATION

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at _____ (place) on this the _____ (day) of _____ (month), _____ (year).

Signature of Deponent:

Solemnly affirmed and signed in my presence on this the _____ (day) of _____ (month), _____ (year) after reading the contents of this affidavit.

OATH COMMISSIONER:

Note: It is mandatory to submit this affidavit in the above format, if you desire to register for the academic session.

Session 2025-26,

ANNEXURE - C

**Government of West Bengal
(Name & Address of the issuing the certificate)**

INCOME & ASSET CERTIFICATE TO BE PRODUCED BY ECONOMICALLY WEAKER SECTIONS

Certificate No. _____

Date _____

VALID FOR THE YEAR _____

Recent Passport
size attested
photograph of
the applicant

This is to certify that Shri/Smt./Kumari _____ son/daughter/wife of _____, a permanent resident of _____ village/Street _____ Post Office _____ District _____ Pin Code _____ in the state of West Bengal whose photograph is attested below belongs to economically Weaker Sections, since the gross annual income* of his/her family ** is below Rs 8 lakh (Rupees Eight Lakh only) for the financial year _____. His/her family does not own or possess any of the following assets ***:

- I. 5 acres agricultural land and above
- II. Residential flat of 1000 sq. ft and above
- III. Residential plot of 100 sq. yards and above in notified municipalities
- IV. Residential plot of 200 sq. yards and above in notified municipalities

2. Shri/Smt./Kumari _____ belongs to the _____ caste which is not recognized as a scheduled Tribe and other Backward Classes (Central List)

Signature with seal of Office _____

Name _____

Designation _____

Note 1 : Income covered all sources i.e. salary, agriculture, business, profession, etc

Note 2 : The term "Family" for this purpose include the person, who seeks benefit of reservation, his/her parents and siblings below the age of 18 years as also his/her spouse and children below the age of 18 years

Note 3 : The property held by a "Family" in different locations or different places/cities have been clubbed while applying the land or property holding test or determine EWS status.

TUITION FEE WAIVER SCHEME (TFW)

Technical Education, Training & Skill Development Department, Government of West Bengal shall implement the Tuition Fee Waiver Scheme (TFW) for all AICTE approved Govt. & Govt. Sponsored Polytechnics as well as Self-Finance Polytechnics of this State for the economically backward meritorious students of the State of West Bengal.

- a) **Eligibility:** Students who have been merit listed prepared by the West Bengal State Council of Technical & Vocational Education & Skill Development, whose annual family income from all sources in the *preceding financial year does not exceed Rs. 8.00 Lakh* (Rupees Eight Lakh) only and who are domiciled in West Bengal are eligible for availing TFW scheme.
- b) **Availability of seats under TFW Scheme along with other modalities:**
- Up to maximum 5% of sanctioned intake per course will be made available under this scheme.
 - These seats shall be supernumerary in nature.
 - All affiliated Polytechnics will allow requisite no. of seats over and above the sanctioned strength for each of the affiliated branch under this scheme subject to a maximum of 5% of the approved intake or the number of actual tuition fee waiver granted by the Institute in the same branch as per selection made by the State Admission Authority, whichever is less.
 - The waiver is limited to the tuition fee for all the Institution concerned.
 - Selection of candidates for the Tuition Fee Waiver Scheme shall be decided during the counselling process based on merit list prepared by the WBSCT&VE&SD from amongst the eligible candidates.
 - In the event of non-availability of students in this category fulfilling all prescribed criteria, the same shall not be given to any other category of applicants.
- c) **Competent Authority to issue annual family income from all sources:**

For the purpose of determining the Annual Income of parents / guardians from all sources, an officer of the State Govt. in the rank of Block Development Officer or Sub-Divisional Officer or Additional District Magistrate of State or Central Govt. of similar rank or above in the rural region **OR** Executive Officer of Municipality / Assistant Commissioner or above in Commissionerate of State or Central Govt. of similar rank or above in the urban region, will be competent to issue Income Certificate.

It may be noted that aforesaid Income Certificate issued by any other person will not be entertained in this regard.

**Format for Certificate of Family Income for the Applicant
applying under Tuition Fee Waiver (TFW) Scheme**

Paste here,
Passport size Colour
Photograph same as
that was used for
Application Form in
the session 2025-26

Certified that the Annual Family Income from all sources in respect of

Son / Daughter of

of Post Office

District....., West Bengal for the financial year 2024-2025 does not exceed

Rs. 8.00 Lakh (Rupees Eight Lakh) only and which stands at Rs.....

(Rupees.....Only) approximately.

Date:

Signature of Competent Authority.....

Place:

Designation with Official Seal

CERTIFICATE ISSUED BY THE COMPETENT AUTHORITY TO BE SUBMITTED AT THE TIME OF COUNSELLING / ADMISSION

A F F I D A V I T

I, _____, son/daughter of _____, Application

No. _____, Roll/Rank No. _____ of **WBSCT&VE&SD-2025**

(Admission in 1st Year/2nd Year Polytechnics), resident of _____

do hereby solemnly affirm and declare as follows:-

- I understand that allotment of hostel accommodation is the discretion of the Institute.
- I will abide by all the Rules & Regulations of the Institute, Boards, and Academic & Disciplinary bodies.
- That I will not bring any outside pressure, influence during my study at GKIET, Malda.
- That if I violate any of those above clauses at any time during my course at GKIET, I understand that my admission will be cancelled by the Institute Authority.
- I was not involved in any forms of campus violence in my earlier college/institute and do not have any FIR lodged against me in police station/s.
- I do not have/have any chronic / communicable disease. (disease name to be given, if applicable)
- I will ensure that my attendance will remain $\geq 75\%$ in all semesters.
- I will ensure payment of fees on time.

All the statements are true to the best of my knowledge and belief.

.....
Signature of the student

Date:

.....
Signature of the parent's

Date:



न हि ज्ञानेन सदृशं पवित्रमिह विद्यते

Diploma fees structure for the session 2025-26

Description	Fees (Rs.)	Remarks	Fees/1 st Semester (Rs.)	Fees/Even Semester (Rs.)	Fees/Odd Semester except 1 st Semester (Rs.)
Seat Booking Fee*	₹ 500/-	1 st Semester	₹ 500/-	-	-
Registration Fee [#]	₹ 150/-	1 st Semester	₹ 150/-	-	-
Admission Fee	₹ 200/-	Each odd Semester	₹ 200/-	-	₹ 200/-
Student's Insurance	₹ 120/-	Each odd Semester	₹ 120/-	-	₹ 120/-
Tuition Fee**	₹ 300/-	Each Semester	₹ 300/-	₹ 300/-	₹ 300/-
Caution Deposit	₹ 35/-	Each Semester	₹ 35/-	₹ 35/-	₹ 35/-
Session Charge	₹ 50/-	Each Semester	₹ 50/-	₹ 50/-	₹ 50/-
Examination Fee	₹ 250/-	Each Semester	₹ 250/-	₹ 250/-	₹ 250/-
Institute I-Card	₹ 50/-	1 st Semester	₹ 50/-	-	-
Library I-Card	₹ 50/-	1 st Semester	₹ 50/-	-	-
Other Fees	As Applicable				
Total			₹ 1,705/-	₹ 635/-	₹ 955/-

*Not applicable, if paid to the Council directly by the Candidates

[#] Half for the Candidates under Kanyashree scheme

** Exempted for the candidates under the TFW scheme

Dr. Aditya Kumar Singh
Asst. Registrar (Academic, HMC)
GKCIET, Malda

