



## **Admission Procedure**

### **B.Tech. Program – 2018**

Candidates who have been allotted CSJM University Kanpur (Code-981) for B.Tech. Program through UPSEE-2018 counseling shall follow the procedure given below for **admission to B.Tech. Program at UIET**, CSJM University, Kanpur in the following branches:

Chemical Engineering (CHE)

Computer Science and Engineering (CSE)

Electronics and Communication Engineering (ECE)

Information Technology (IT)

Materials Science and Metallurgical Engineering (MSME)

Mechanical Engineering (MEE)

### **Admission Procedure Steps**

#### **STEP – 1: Physical Reporting**

Students are required to be physically present between 11.00 am to 3.00 pm at Admission Cell (AB 205), UIET, CSJM University, Kanpur (first floor Academic Building) from 09/07/2018 with provisional allotment letter.

#### **STEP – 2: Document Verification**

Verification of academic document.

#### **STEP – 3: Fee Deposition**

#### **STEP – 4: Web Cam Photography**

#### **STEP – 5: EmpowerU data entry**



**Candidate should report with following documents in original and a set of self-attested photocopies of them.**

1. UIET Admission form (*attachment*)
2. Admit card of UPSEE-2018
3. Rank card of UPSEE-2018
4. Allotment letter of UPSEE-2018 Counselling (Institute Copy)
5. Demand draft of remaining fee
6. High School (X) Mark sheet & Certificate
7. Intermediate (XII) Mark sheet & Certificate
8. Three Affidavits (1. by the student, 2. by parent or guardian, 3. undertaking & declaration) (*attachment*)
9. Transfer Certificate (TC) /Migration (original).  
In case of TC issued outside Kanpur district, it must be countersigned by the District Inspector of Schools (DIOS)
10. Character Certificate(original)  
(Certificate – 8 in Information Brochure UPSEE-2018)
11. Certificate of Medical fitness/ undertaking of medical fitness  
(Certificate – 9 / 10 in Information Brochure UPSEE-2018)
12. Five passport size recent colored photographs of the candidate.
13. **If Applicable bring the following**
  - (A) Caste Certificate(SC/ST/OBC) (for OBC issued on or after 1<sup>st</sup> April 2017)  
(Certificate – 1 / 2 in Information Brochure UPSEE-2018)
  - (B) Domicile certificate  
(Certificate – 3 in Information Brochure UPSEE-2018)
  - (C) Certificate related to subcategory (FF / AF / HC).  
(Certificate – 4 / 5 /6 in Information Brochure UPSEE-2018)
  - (D) Rural weightage certificate  
(Certificate – 7 in Information Brochure UPSEE-2018)
  - (E) GDDA category certificate  
(Certificate – 11 in Information Brochure UPSEE-2018)
  - (F) Latest Income Certificate (issued on or after 1<sup>st</sup> April 2017) (Certificate – 12 in Information Brochure UPSEE-2018)
  - (G) Affidavit in case of gap in education.

**Note:** For any clarification regarding category please refer to clause 8.1 to 8.6 of UPSEE – 2018 Information Brochure.