Government Engineering College, Barton Hill, Thiruvananthapuram

INSTRUCTIONS AND GUIDELINES FOR ONLINE ADMISSION

Step 1: Candidates who wish to avail virtual admission should report at the nearest reporting centre.

List of Documents to be Submitted at the Reporting Centre

1. Application for seeking ONLINE admission - signed by both student and parent
2. Copy of allotment memo
3. Transfer Certificate - in Original. Copy is not sufficient.
4. Conduct certificate - in original. Copy is not sufficient.
5. Undertaking in the prescribed format, stating that the originals of certificates will be presented later, signed by both student and the parent.
6. Copy of an identity proof. Original must be presented for verification.
7. Authorization letter (In case the student is not reporting). Authorization letter should have the signatures of student and the parent. Copy of an identity proof of authorized person must be submitted. Original must be presented for verification.

Step 2: After this, you have to submit scanned copies of the following documents to college through the submission link. The submission link will be available in the college website.

Documents to be uploaded to college

1. Admit Card for KEAM

2. Allotment Memo issued by CEE

3. Data sheet of KEAM 2020

4. Receipt of fee paid to CEE

5. Certificate to prove date of birth

6. Transfer Certificate from the Institution last attended

7. Conduct Certificate

8. Eligibility certificate or a written undertaking in white paper that the certificate will be submitted within 15 days of admission, signed by the candidate and the parent. (for cases where the student studied in boards other than HSC/VHSC/CBSE/CISCE)

9. Migration certificate (if applicable)

10. Physical Fitness Certificate in the relevant format given in Annexure XVII (a) orXVII (b) of the Prospectus 2020.

11. Original mark list of the qualifying examination (Higher Secondary or equivalent)

12. Pass certificate of the qualifying examination (if issued)

13. Undertaking duly filled and signed in the format supplied.

14. Receipt from Reporting Centre

15. Community and Income Certificate (If applicable)

You will get confirmation of admission through e-mail before **13/11/2020.** (Please note that there will be delay for confirming the admission since we expect a rush for virtual admission on initial days and the conventional admission process is also scheduled in parallel)