



**KALYANI GOVERNMENT ENGINEERING COLLEGE  
KALYANI - 741 235; NADIA**

**B. TECH. (LATERAL ENTRY) ADMISSION FORM FOR THE SESSION : 2019-2020**

(This form is to be filled in by each selected candidate and to be submitted to the college office at the time of admission)

Paste your  
recent passport  
size photograph

Signature of Student

**ADMISSION FOR : B. Tech. 2<sup>nd</sup> year in \_\_\_\_\_ Branch**

**JELET, 2019 Roll No. \_\_\_\_\_ Rank Status \_\_\_\_\_**

01. Name of the student (in Block Letters) : \_\_\_\_\_
02. Father's Name (in Block Letters) : \_\_\_\_\_
03. Mother's Name (in Block Letters) : \_\_\_\_\_
04. Guardian's Name : \_\_\_\_\_
05. Present Address (including name of the Police Station) : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ PIN \_\_\_\_\_
06. Permanent Address (including name of the Police Station) : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ PIN \_\_\_\_\_
07. Father's, Mother's and Guardian's Contact Phone No. (with STD Code) : Father: Mobile \_\_\_\_\_
08. Name, Address and Contact No. of Local Guardian's (if any) : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
09. a) Student's Contact No: \_\_\_\_\_ b) Student's e-mail ID: \_\_\_\_\_
10. (a) Date of Birth \_\_\_\_\_ (b) Gender : M/F/Other \_\_\_\_\_ (c) Minority : Yes/No \_\_\_\_\_
11. (a) Height (in cm) \_\_\_\_\_ (b) Weight (in kg) \_\_\_\_\_ (c) Blood Group \_\_\_\_\_
12. (a) Religion \_\_\_\_\_ (b) Name of the Category he/she belongs (SC/ST/General/OBC/PC) : \_\_\_\_\_
13. Identification Mark : \_\_\_\_\_
14. Annual Income of Parents/Guardian (Self Declaration) : \_\_\_\_\_ (b) Aadhaar No. \_\_\_\_\_

15. Details of General Academic Qualifications from Secondary Examination (Standard 10) onwards :

Name of the Examination	Name of the Board/University	Year of Passing	Marks secured	Total Full Marks	% of Marks obtained

16. Details of Technical Qualifications :

Name of the Examination	Name of the Board/University	Year of Passing	Overall Percentage	Division/Grade

17. University Registration [if the student has already been admitted in any College/University/Institute: after completion of H.S. (10+2)] (a) Name of the College/Institute \_\_\_\_\_

(b) Name of the University/Board \_\_\_\_\_

(c) Year of Admission \_\_\_\_\_ Registration No. \_\_\_\_\_ of 20\_\_ - \_\_\_\_

18. Reason for Break of Study (if any) : \_\_\_\_\_

\_\_\_\_\_

**UNDERTAKING :**

- (a) I shall abide by all rules and regulations prevailing in the institute and university from time to time during my tenure as student in the college.
- (b) I shall not involve and indulge in, directly or indirectly, any form of ragging in the college and outside of the college premises.
- (c) I am aware that if I fail to attain the requisite academic qualification, my admission will be treated as cancelled.

I declare that the information given above by me are correct and true to the best of my knowledge.

\_\_\_\_\_  
 Countersigned by Father/Guardian  
 Date : \_\_\_\_\_

\_\_\_\_\_  
 Signature of the Student  
 Date : \_\_\_\_\_

**FOR OFFICE USE ONLY**

Verified with original documents

Principal  
 Dr. Asit Baran Kesh  
 Admission In-charge

Signature of the Dealing Assistant

NOTE : **Ragging** in educational institutions, in any form, is strictly forbidden. Anyone found guilty for ragging shall be summarily expelled from the college.



Kalyani Government Engineering College  
Kalyani - 741 235; Nadia

From : Dr. Sourabh Kumar Das  
Principal

Tel & Fax : [033] 2582 1309

Dear Parent/Guardian,

You will find enclosed herewith a set of Rules and Guidelines that your ward has to abide by during his/her studentship in this college. This has been partly necessitated due to lack of general discipline among the students in the recent past.

Please note that at the end of the communication, there is an undertaking. This has to be signed by your ward and countersigned by you. Your ward has to submit this signed undertaking to the college at the time of admission.

Encl : As stated

[ SOURABH KUMAR DAS ]  
PRINCIPAL

## RULES & GUIDELINES

### 1. **Class Attendance :**

- i) All students must have a minimum of 75% of attendance in class for being treated as a sent up candidate for the semester examinations as per the University Rules. Please note that absence due to medical reason will be counted within the 25% leeway given and no extra consideration would be granted for absence due to medical reasons.
- ii) Reasonable attendance in theory classes is essential for attending practical classes. The students may be barred by a teacher to attend a practical class if he/she has poor attendance in theory classes.
- iii) In case of a mass absenteeism from a class, a fine of ₹100/- (Rupees one hundred) only shall be imposed on each student of the class. A student will be allowed to attend the next classes of the concerned teacher only after payment of the imposed fine.

### 2. **University Examination:**

- i) Malpractices during examination, both practical and theory, are strictly forbidden. A student indulging in malpractice will be treated as per university norm .
- ii) A student should use his/her own calculator, pen, pencil eraser etc. during examination. Exchange of calculators and other articles will not be permitted in the examination hall.
- iii) In addition to scheduled class tests, surprise tests/quizzes may be conducted by a teacher any time during his/her classes and the marks obtained in such surprises tests will be reflected in the internal assessment marks of a student.

### 3. **Ragging:**

Ragging in any form inside or outside the college campus is strictly prohibited as per the law of the land. Any student found indulging in ragging shall be summarily expelled from the college. FIR will be lodged against the student indulging in ragging as per Supreme Court Order. Any reported incidence of ragging in the institute may lead to the withdrawal of approval of the A.I.C.T.E. by the A.I.C.T.E..

Contd.....P/2

4. **Hostel :**

- i) As accommodation in the college hostels is not available for all the students, preference will be given to senior students while allotting hostel seats. The college authority desires that all pre-final year and final year students should reside in the college hostels.
- ii) The boarders of a hostel must seek permission in writing from the concerned hostel superintendent/assistant hostel superintendent before leaving the hostel for a number of days, failing which he/she may be expelled from the hostel forthwith.

5. **Training:**

It is becoming increasingly difficult for the college authority to arrange for vocational training for all the students free of cost. The students are encouraged to arrange vocational training for themselves by their own efforts. They should also be prepared to pay the requisite training fees/charges demanded by different organizations if training is to be arranged by the college authority.

6. **Placement:**

- i) The college authority does not give any guarantee of placement to the students. However, it makes sincere efforts to arrange a number of interviews, both on campus and off campus, where the students have to prove their merits to secure an employment.
- ii) For facilitating the preparation of the students for job related tests and interviews, the college authority shall endeavour to arrange for special classes/training by reputed organizations/agencies. The students, if interested, shall have to pay the requisite fees for such special classes/training decided upon by the college authority in consultation with such organization/agencies.

7. **Guardian Committee:**

- i) Parents/guardians are expected to attend the parent teacher meeting convened by the college authority from time to time. Without their cooperation, it shall be difficult, if not impossible, for the college authority to maintain the atmosphere of academic discipline in the college.
- ii) Other than such parent-teacher meetings, parents/guardians are welcome to meet the college authority at any time during the year to give feed back as well as to know the performance of their wards.
- iii) A guardian committee will be constituted in every academic session with due representation from the guardians.

8. **General discipline :**

- i) Use of mobile phones in classes or examination halls is strictly prohibited. Loitering or huddling in the corridors or in any part of the college is very much undesirable and will be treated as an act of indiscipline inviting punishment by the college authority.
- ii) Damaging the college and/or hostel properties will invite individual/mass fine or suspension from the classes and/or hostels/or both.

I hereby undertake that I have gone thorough the above rules and guidelines and that my ward shall follow them strictly in both letter and spirit.

\_\_\_\_\_  
Full signature of the student with date  
mentioning discipline & year

Phone No. \_\_\_\_\_

E-mail (if any) \_\_\_\_\_

\_\_\_\_\_  
Full signature of the guardian with date

Name : \_\_\_\_\_

Address : \_\_\_\_\_

\_\_\_\_\_

Phone No. \_\_\_\_\_

E-mail (if any) \_\_\_\_\_



सत्यमेव जयते

**KALYANI GOVERNMENT ENGINEERING COLLEGE  
KALYANI - 741 235; NADIA**

Paste your  
Passport size  
Photo

**HOSTEL APPLICATION FORM**

(To be filled in by each selected candidate and to be submitted to the college office at the time of admission)

**B.TECH IN CSE / ECE / ME / IT / EE**

01. Name of the student (in Block Letters) : \_\_\_\_\_
02. Father's Name (in Block Letters) : \_\_\_\_\_
03. Mother's Name (in Block Letters) : \_\_\_\_\_
04. Present Address (including name of the Police Station) : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ PIN \_\_\_\_\_
05. Permanent Address (including name of the Police Station) : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ PIN \_\_\_\_\_
06. Father's, Mother's and Guardian's Contact Phone No. (with STD Code) : Father: Mobile \_\_\_\_\_  
Mother: Mobile \_\_\_\_\_
07. Gender : Male / Female
08. Student's Contact No : \_\_\_\_\_
09. Student's e-mail ID : \_\_\_\_\_
10. Blood Group of the student : \_\_\_\_\_
11. Identification Mark : \_\_\_\_\_
12. Whether has any Chronic Disease : Yes/No  
(If yes, give details) \_\_\_\_\_
13. Occupation of Father : \_\_\_\_\_
14. Occupation of Mother : \_\_\_\_\_
15. Family Annual Income : \_\_\_\_\_
16. Aadhar No. of the candidate, if any : \_\_\_\_\_

Countersigned by Father/Mother/Guardian  
Date : \_\_\_\_\_

Signature of the Student  
Date : \_\_\_\_\_

Government of West Bengal  
Office of the Principal  
Kalyani Government Engineering College  
Kalyani-741 235; Nadia

Form for Identity Card

Paste your  
Passport Photo  
here. Do not sign

B.Tech 2<sup>nd</sup> Year (Lateral Entry) in CSE / ECE / ME / IT / EE

01.	Name (in Block Letters)	:	
02.	Date of Birth	:	
03.	Academic Period	:	2019-2022
04.	Father's / Guardian's Name (in Block Letters)	:	
05.	Permanent Address (in Block Letters)	:	
06.	Father's / Guardian's Contact No.	:	
07.	Student's Contact No.	:	
08.	Nearest Railway Station of Permanent Address (in Block Letters)	:	
09.	Blood Group	:	
10.	Identity Card Valid Upto	:	June, 2022
11.	Identity Card No.	:	2019/ ..... (do not fill up)

Signature of Father/Guardian

Signature of Student

Government of West Bengal  
Office of the Principal  
Kalyani Government Engineering College  
Kalyani-741 235; Nadia

Paste your  
Passport  
Photo here.  
Do not sign

Central Library Membership Card

Membership ID : .....  
(for Office use)

Signature

01.	Name (in Block Letters)	:	
02.	Father's / Guardian's Name (in Block Letters)	:	
03.	Permanent Address with PIN Code (in Block Letters)	:	
04.	Present Address with PIN Code (in Block Letters)	:	
05.	Date of Birth	:	
06.	e-mail ID	:	
07.	Contact No. of student	:	
08.	Contact No. of Guardian	:	
09.	Group	:	B.Tech/M.Tech/MCA/Faculty/Staff/PT/RS
10.	Discipline / Department / Section	:	
11.	Year of Entry (for student)	:	1 <sup>st</sup> / 2 <sup>nd</sup>
12.	Session (for student)	:	
13.	Blood Group	:	
14.	Aadhar No.	:	

\_\_\_\_\_  
Signature of Father/Guardian

\_\_\_\_\_  
Signature of Student with date