

15- Details of qualifying examination

Examination	Year of Passing	Board/ University	Marks Obtained	Max Marks	%of Marks	%of PCM	Division
X							
XII							
Diploma							
Graduation							

16. Name of the local guardian, address with telephone No.

17. Declaration by the candidate: I here by solemnly affirm that.

- My admission will be provisional subject to final confirmation by the U.P. Technical University, Lucknow.
- I have gone through the prospectus of the college and shall abide by all the rules and regulations of the college as amended and enforced from time to time.
- I am neither involved in any criminal case, nor any criminal case is pending against me in any court of law.
- If it is found later that I have concealed any fact or used fraudulent means to secure admission, I shall be liable to disciplinary action including cancellation of admission.
- I declare that in case of withdrawal, expulsion/suspension by the college authority I shall not have any claim for refund of fees, caution Money/Security etc.

(Signature of father/Guardian with date)

(Signature & Thumb Impression
of the candidate with date)

FOR OFFICE USE ONLY

Document Submitted

S. No.	Description	Documents Received	Documents Required	Remarks
1.	Admission letter of UPTU-SEE/AIEEE in original+three Photocopies duly attested.			
2.	Print out of rank (UPTU-SEE) from internet			
3.	Mark sheet of qualifying Examination in original and three photocopies duly attested			
4.	High school certificate in original along with three photocopies duly attested			
5.	Original Transfer certificate / Migration Certificate from the institution last attended with Two photocopies duly attested.			
6.	Character certificate from the principal of the institution last attended			
7.	Caste Certificate in original with three photocopies (applicable for reserve category) duly attested.			
8.	Six passport size colored photographs			
9.	Demand draft / cash receipt			
10.	Notarized Affidavit if any gap after qualifying examination			

Certified that admission from is complete/not complete.

(Signature of Scrutinizing Officer)

Recommended for provisional admission subject to enrolment by UPTU, Lucknow in
B.Tech.-I/II year

Comp. Science & Engg.. Electronics & Comm. Engg., Information Technology, Mechanical Engg.
Electrical Engg

Date :

(Signature of Director)

College rules

(a) Extract of rules of the college

1- Uniform : All students are required to be in proper uniform in the college premises.

For Boys : Gray Trousers, White full Shirts, Blue strip tie and black shoes with socks. In winter (Nov. - Feb.) Blue blazer or blue sweater.

For girls : grey kurta, white salwar and white dupatta, In winter (Nov.-Feb.) blue blazer or blue sweater

2. Students are expected to observe simple rule of decency and decorum towards each other. They should behave properly in day-to-day activities. They must keep in their mind that the dignity and good name of the college depends upon their dignified and decent behavior inside and outside the college.

3. Students are expected to observe

a. That they are regular in attendance.

b. That they do not indulge in any anti-social activities, controversy of political nature or in any strike causing loss of their valuable time and studies.

c. That they behave in a disciplined and dignified manner in the campus and at public places like market, cinema halls etc.

d. That they behave very decently towards girls students. Any act of misbehavior towards girls students will not be tolerated at all and is liable to be dealt with very strictly including expulsion from college.

e- That they are expected to behave respectfully and obediently with all the members of the college staff.

f- That they should be in college uniform inside the college premises.

g- That they must keep the identity cards always with them and will show when asked by college authorities.

4. Any kind of Union formation is strictly prohibited.

5- Students are expected to avoid

(i) Talking loudly and shouting in corridors of the college.

(ii)Roaming around in corridors and premises of the college.

(iii)Smoking in the college premises and/or tobacco or gutkha chewing in any form, spitting on the floors and walls of college and hostel building.

6.Students indulging in any form of ragging will be liable to severe punishment including monetary fine, expulsion from the hostel/college and such cases will be reported to the police as per supreme court orders.

7. Caution money will be refunded only after successful completion.

b) PUNISHMENT

The Head of institution may detain a student from appearing in the University examination when a student has been found defaulter in payment of tuition fees, mess fees or any other types of fees, short attendance, guilty of grave misconduct or breach of discipline within or outside the premises of the college. He may also take suitable action according to the nature and gravity of the offence by a student, viz.

(i) Suspension from attending classes or imposing monetary fine.

(ii) Expulsion

(iii)Rustication

(iv) Disqualifying him/her from appearing at the Sessional/ University examinations etc.

The Head of institution also has power to suspend a student temporarily from college, pending inquiry into his / her conduct regarding allegations.

HOSTEL & MESS RULES

a) Hostel Rules

1. Hostel security of Rs. 5000/- will have to be paid in advance before the allotment of hostel. The amount will be refunded after deducting water charges, electricity charges & breakage of furniture etc as due only after leaving the hostel.

2. Hostel Fee will not be refunded in case of expulsion or if the students leaves the hostel on his own in between the academic session.

3. Every student shall be required to maintain high standard of discipline, have respect for college and conduct himself in a dignified manner.

4. student shall do nothing which may cause disturbance in the studies of other students or may be deemed vulgar in any way.

5. students are required to check all electric fittings, furniture and other articles issued to them at the time of occupying the room. They have to pay for the damage/shortage if any at the end of academic year.

6. Shifting of furniture from one room to another is not allowed. Students are also not allowed to use electric appliances like heater/convector, immersion rod, electric iron etc. Room cooler may be allowed on payment of **Rs.600/-**

7. Students are not allowed to interchange their rooms.

8. TV of the hostel will remain close during the college hours and also between 11.00 PM at night and 7.00 AM in the morning.

9. Gambling, smoking, consumption of any type of liquor inside or outside the hostel and use of intoxicants are strictly prohibited.

10. The students shall not be allowed to paste any objectionable poster or painting on the walls of their rooms or in hostel premises.

11. Formation of society/club shall not be permitted without written permission of the director.

12. All the inmates of the hostel are required not to take part in any subversive forum or in any kind of strike.

13. Students shall not be allowed to hold any meeting or to celebrate birthday or any other celebration without written permission by the Warden/Director.

14. Students shall vacate their rooms as and when required.

15. Students shall in no case, leave the hostel after 10.00 PM except in case of emergency with the permission of warden.

16. The Warden /Director or his representative is authorised to search any room at any time, and open or lock if necessary, under urgent circumstances.

17. Attendance will be taken in the hostel every evening at an appointed time. Absence without leave at that hour and absence thereafter during the night is a punishable offence.

18. Students shall leave the hostel only with leave duly sanctioned by Warden/Director and are required to sign with date completing all entries in the leave register in the hostel whenever they go on sanctioned leave from the hostel or return to the hostel after availing it.

19. The inmates are required to make proper entry in the register placed with the gatekeeper. They must write to the place with approximate time duration where they wish to go and the purpose for which they go out.

20. Guests and day scholars are not allowed to stay in the hostel.

21. Only walkman is allowed in the hostel. Tape recorder and other music system should not be used in the hostel.

22. All students residing in hostel will have to vacate the room at the end of session before proceeding on summer vacation/vocational training and should keep their rooms unlocked & open. They may however deposit their personal belongings in the lock room specified by the college after proper packing and labeling. Otherwise a fine of Rs. 500/- will be charged and his/her belongings will be kept in the lock room by the warden.

23. All the inmates of hostel are required to join hostel mess.

24. Medical leave will be sanctioned only when medical certificate along with his/her father's letter is produced.

25. Entrance of outsiders in the hostel is restricted, entry of student's Parents is subjected to the permission of chief proctor/warden.

26. Students indulging in any form of ragging will be liable to severe punishment including monetary fine, expulsion from the hostel/college etc. And such cases will be reported to the police.

b). Mess Rule

1. Mess timing shall be observed strictly as notified from time to time.

2. Room service is not allowed.

3. Students are not permitted to carry mess utensils to their rooms.

4. Students shall go to the dining hall in proper dress and maintain decorum and discipline.

5. Students are expected to behave properly with the hostel & mess staff. Disciplinary action will be taken in case of misbehavior with the staff by any student.

6. Day scholars are not allowed to avail the mess facility.

7. The diet includes dal, rice, roti, salad and a seasonal vegetable.

8. Accommodation charges include mess charges to be deposited at the time of Admission.

Note : In case of official holiday on the last day/date, next working day will be considered as last day/date depositing the mess bill.

GENERAL INFORMATION

IDENTITY CARD

1. In order to enjoy the status and privilege of a bonafide student of the college, each student must obtain an identity card from the College at the time of registration or afterward as per notification.
2. Identity card is valid for one academic year.
3. A duplicate card in the event of loss of original card will be issued by the College authorities on depositing a fee of Rs. 100/-

EXAMINATION SYSTEM

U.P. Technical University, Lucknow conducts its semester examination and the College also conducts two/three sessional examinations for the internal assessment. Regarding the examinations and assessments, the rules and regulations of the University will be applicable.

INTERNAL ASSESSMENT

Student's performance will be evaluated through continuous assessment in the form of class tests, assignments, quizzes, viva-voce/practicals etc. The College will hold two/three sessional class tests in each semester for each subject, the average of which would be considered. For the sessional marks in each subject 60% weightage is given for class test and 40% for teachers assessment or as per university rules.

ATTENDANCE

1. Every student is required to attend all the lectures, tutorials, practical and other prescribed curricular and co-curricular activities. It can be condoned up to 25% on medical grounds or for other genuine reasons.
2. A further relaxation of attendance up to 15% can be given by Director of the Institute for the students, who have been absent with prior permission, for reasons acceptable to Head of the Institution.
3. No candidate will be allowed to appear in the end semester examinations, if he/she does not satisfy the overall average attendance requirements of clause nos. : 1 & 2.