

**UNIVERSITY INSTITUTE OF ENGINEERING & TECHNOLOGY  
CHHATRAPATI SHAHU JI MAHARAJ UNIVERSITY, KANPUR**

**Admission Procedure  
B.C.A. Program – 2017**

Candidates who have been allotted UIET, CSJM University Kanpur (Code-KN00) for B.C.A. program through counseling shall follow the procedure given below for **admission to B.C.A. Program at UIET, CSJM University, Kanpur.**

**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, UIET, CSJM University, Kanpur (Room no. 205, Academic Building) with allotment letter.

**STEP – 2: Document Verification**

Verification of academic document.

**STEP – 3: Fee Deposition**

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

1. UIET Admission form (*will be provided*)
2. Admit card of University entrance examination 2017
3. Rank card of University entrance examination 2017
4. Allotment letter of Counseling (Institute Copy)
5. Demand draft of 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)
11. Three passport size recent colored photographs of the candidate.
12. **If Applicable bring the following**
  - (A) Caste Certificate(SC/ST/OBC) (for OBC issued on or after 1<sup>st</sup> April 2017)
  - (B) Domicile certificate
  - (C) Certificate related to subcategory (FF / AF / HC).
  - (D) Affidavit in case of gap in education.

## **B.C.A. 1st year Fee Structure (2017-2018) per annum**

Tuition Fee - Rs. 32,000/- (waived in case of SC/ST, having original income proof of income less than 2,000,00/- per annum)

Examination Fee - RS. 3,000/-

Processing Fee - Rs. 100/-

Enrollment Fee - Rs. 100/-

Insurance Fee - Rs. 443/-

Counseling Fee- Rs. 500/-

Total - Rs.36,143/-

- The fee if, through demand draft, the two separate drafts should be in favour of:

**“FINANCE OFFICER, CSJM UNIVERSITY, KANPUR”** payable at **Kanpur**, amounting Rs. 35643/- and 500/-

- The demand draft/cash have to be deposited in Bank of Baroda, CSJM University branch (through bank challan slip) after getting the bank challan slip from BCA admission cell UIET (Room no. 205, Academic Building), CSJM University, Kanpur.

- For any further query contact (During 11:00 am - 3:00 pm only)

Mrs. Mamta Tiwari – 9369847407

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