



# राष्ट्रीय प्रौद्योगिकी संस्थान सिक्किम National Institute of Technology Sikkim

B Tech 2018 Admission Notice and forms

Ref No: NITS/D(AA)/Notice/2018/.....

Date: 27<sup>th</sup> July 2018

## NOTICE FOR B.TECH NEW ADMISSION 2018-19

Following are some important information for the students:

### 1. Candidate has to produce the following documents during reporting and Admission at NIT Sikkim (1<sup>st</sup> to 3<sup>rd</sup> August 2018 as per the CSAB 2018 schedule)

- i. JEE (Main) Score Card
- ii. JEE (Main) Admit Card
- iii. Birth certificate issued by competent authority/Class X (High School) Board Certificate as proof of date of birth
- iv. 10<sup>th</sup> Standard/matriculation Mark sheet & Certificate
- v. Mark sheets & pass certificate of qualifying examination (Class XII) or equivalent
- vi. School Certificate/Transfer certificate from the institute last attended. **(Original)**
- vii. Migration Certificate **(Original)**
- viii. Character/Conduct Certificate from the institution last attended. **(Original)**
- ix. Gap certificate (applicable for candidate who have passed the qualifying exam in years prior to the current academic year) **(Original)**
- x. Community certificate in the form prescribed by Govt. of India and Issued the competent authority in case of SC/ST candidates in JoSSA format **(Original)**.
- xi. Community certificate in the case of OBC candidate from a competent authority indicating the status regarding creamy layer issued after 1.4.2018 in JoSSA format **(Original)**.
- xii. Certificate for persons with disabilities (PwD) issued from competent board
- xiii. Medical Certificate [format given in Annexure 8 of JoSAA business rules] **(Original)**
- xiv. Six recent passport size photographs not older than six month
- xv. Class XII performance check [format given in Annexure 7 (b) of JoSAA business rules]
- xvi. Provisional Seat Allotment letter
- xvii. Photo ID proof as per Govt. of India norms
- xviii. Registration-cum-locked choices for seat allotment
- xix. Document Verification-cum-Seat Acceptance Letter. **(Original)**
- xx. Details of fee payment to JoSAA
- xxi. Online payment receipt for remaining institute registration- hostel fee and mess fee separately.
- xxii. Family Annual Income Proof (**Last three month Salary slip in case of parents are government employee/ ITR assessment year for 18-19/ latest Income certificate in the name of parents or head of the family for others**) and **Affidavit declaration** (In prescribed format)

Students are also requested to download the following forms/formats given at the end of the notice (Page 5 onwards) and submit along with the above documents during the admission:-

- Form-I: Candidate data sheet (Pg-5-6)**  
**Form-II: Admission Record (Pg-7-9)**  
**Form-III: Student Information (Pg-10-11)**  
**Form-IV: Information for ID card (Pg-12-13)**



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**Format for Study Gap Affidavit Declaration(Pg-14)**

**Format for Income Affidavit Declaration(Pg-15)**

**Declaration for the late submission of Relevant Documents(Pg-16)**

**Format for Medical Certificate [Annexure 8 of JoSAA business rules]**

**Format for Class XII performance check [Annexure 7(b) of JoSAA business rules]**

**Format for SC/ST/PwD[Annexure 8 of JoSAA business rules]**

**Format for OBC [Annexure 8 of JoSAA business rules]**

Note: If the original certificates are not in English/Hindi, English/Hindi version/translation of such certificates, duly certified by the Principal/Director of the graduating Institute, will be required during the verification of documents. The certificates listed at Sr. No. vi, vii and viii if not available at the time of reporting and admission at the institute, then they have to produce the same on or before 15<sup>th</sup> Sept. 2017.

## **2. Regarding Fees to be paid at the time of admission at the NIT Sikkim:**

- a. Total amount of Institute registration fee and hostel fee for 1<sup>st</sup> semester 2018-19 is Rs.73000/- (Rupees Seventy Three Thousand only) and Rs.16,750/- (Rupees Sixteen Thousand Seven Fifty only) respectively. ***However, the tuition fee exemption /waiver is available for SC,ST&PH/ Economically backward students*** (For more fee details please refer Sl No 5 & 6).

**The remaining amount, after payment to JoSAA/CSAB 2018 shall be payable to the Institute at the time of admission.**

For mess fee follow instruction at SIno. 4 below.

## **3. Regarding hostel accommodation:**

(a) All the students will be provided hostel accommodation. Only local students may be permitted to study as Day Scholar subject to application by parent and allowed by competent authority of NIT Sikkim.

(b) Accommodation will be provided on sharing basis depending on the size of the rooms.

(c) The climate is relatively cold throughout the year at Ravangla. Therefore, students are advised to bring in **sufficient warm cloths**, woollen and jackets. They must bring bedding and blankets, Buckets, mug and toilet materials etc.

## **4. Regarding Mess Facility:**

(a) **For Boys:** The boys mess is run by a mess contractor authorised by the Institute. Boys must have to avail the food at the Institute run mess. The mess fees for full Monsoon Semester (August - December, 2018) has to be paid during admission. Mess fee is Rs. 15,000/- (Rupees Fifteen thousand only). This fee must be paid at once through account transfer or online payment only. For payment of Mess fee follow instruction at SIno. 6

(b) **For Girls:** The girls mess is within the Institute providing all the infrastructural facility, and fully managed by the girls themselves. But they also need to deposit Rs.15,000/- at once for whole semester same as applicable for Boys.





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## 6. Bank Account Details for Remaining Fee Payment:

Types of Fee	Total Institute registration and hostel fee (1 <sup>st</sup> sem)	Fee already paid to JoSSA/CSAB 2018	Balance amount to be paid at NIT Sikkim (Institute registration Fee & Hostel fee) during admission	Mode of payment & account details
<b>Institute &amp; Hostel Fee</b> SC/ST/PwD	27,250	15000/- 30000/-	12,250/- Nil	<b>Online Transfer:</b> Bank A/c No: 35907648590 Type: Current Account Account Name: NIT Sikkim Bank & Branch: SBI Ravangla IFSC: SBIN0007218 and submit original receipt at NIT Sikkim admission desk.  <b>(Online transfer/ NEFT/RTGS etc are only accepted)</b>
<b>OBC/Gen</b> (whose Annual Income is <1 Lakh per year as per the Income certificate and Affidavit declaration)	27,250	35000/- 70000/-	Nil* Nil*	
<b>OBC/Gen</b> (whose Annual Income is between 1 Lakh to 5 lakh per year as per the Income certificate and Affidavit declaration)	48,084	35000/- 70000/-	13084/-* Nil*	
<b>OBC/Gen</b> (whose Annual Income is > 5 Lakh per year as per the Income certificate and Affidavit declaration)	89,750	35000/- 70000/-	54,750/- 19,750/-	
<b>Mess Fee</b>		Rs.15000/- for monsoon (August-December) 2018 semester		
				<b>Online Transfer:</b> Bank A/c No: 31337552052 Type: Current Account Account Name: <b>The Chief Warden, NIT Sikkim</b> Bank & Branch: SBI Ravangla IFSC: SBIN0007218 and submit original receipt at NIT Sikkim admission desk.

Note: \***For claiming the tuition fee remission at the time of admission must produce:**

**Annual income proof** (Last three month Salary certificate for govt employee parents / ITR of current assessment year or Income certificate in the name of parents issued by the competent authority on or after 1<sup>st</sup> April 2018) and **Affidavit declaration in the format under notary seal and signature.**

If, unable to produce the above documents at the time of admission, students has to deposit ~~54750~~ <sup>Full Fee</sup> Rs. Such students may claim the tuition fee remission later (within one month) by submitting the complete documents as stated above.

Note: If other than above combination of fee already paid to JoSAA/CSAB, then you may calculate on actual fee (Minus) whatever fee paid to JoSAA/SCAB, the difference amount to be paid. In case if it is in minus no need to pay.

With the permission of the competent authority, issued jointly by:

Dean In-charge, Academic Affairs

&

Dean In-charge, Students' Affairs



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Form-1: 20/.....

**Candidate data sheet for B.Tech 20 -20**

Reporting Date: \_\_\_\_\_

(Use block letters to fill up the form)

Recent passport size  
photograph  
(Not older than 6 months)

Name of Candidate (as per Certificate/Mark sheet) (IN BLOCK LETTERS):		Recent passport size photograph (Not older than 6 months)
Date of Birth: (DD-MM-YYYY):	Gender:	
Place of Birth:	Aadhar No:	
State:	Nationality:	
Category (GEN/OBC/SC/ST):	Quota (All India/Sikkim/DASA/FN/MES):	
State of passing Class XII:		
Father's name:	Mother's name:	
Guardian's name:	Relation with Guardian:	
Name of Local Guardian with Address:		
Phone No:	Email Id:	
Occupation of Father:	Annual Family Income(Rs.): (From all sources)	
Occupation of Mother:		
Email ID of Student:	Email ID of Guardian:	
<u>Correspondence Address with Phone number</u>	<u>Permanent Address with Phone Number:</u>	



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## National Institute of Technology Sikkim

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Payment Details at CSAB Centre (To be filled by Candidate)			
e- Challan	Online Payment	Credit/Debit Card	
<b>Bank &amp; Branch Name</b>			
<b>Amount Paid</b>			
<b>Transaction ID</b>			
<b>Payment Date</b>			
<u>QUALIFYING EDUCATIONAL DETAILS</u>			
Name of Qualifying Exam:			
School Studied:			
Year of Passing:			
Details of Qualifying Exam Marks/Grade (final Marks/Grade):			
Subject	Maximum Marks	Marks Obtained	Percentage (%)
Physics			
Mathematics			
<u>CSAB Details</u>			
CSAB Rank CRL:			
CSAB Category Rank (If Any):			
CSAB Roll No:			
State Eligibility:			
Branch Allotted:			
Place & Date:			
			_____ (Signature of the candidate)



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Form-2: 20/.....

**ADMISSION RECORD FOR B.TECH 20 - 20**

Allotted Roll No: <i>(To be filled by admission office)</i>		Recent passport size photograph  (Not older than 6 months)
Name (in capital letter): JEE(main) Roll No: CRL Rank(CRL-SC/CRL-ST/CRL-OBC):		
Date of Birth:	Place of Birth	
Admission Branch:		
Quota of Admission:	Category:	
Domicile State:	Allotted Category:	
Name of Father:	Name of Mother:	
Name of Guardian:	Relation with Guardian:	
Permanent address with phone no & E-mail	Correspondence address with Phoneno & E-mail:	

**Details of Payments made:**

Details of Fee Remittance at CSAB Centre (as in provisional Admission Letter)			
Date:	Amount:	Receipt/DD/Transaction No:	
Name of CSAB Reporting Centre:			Reporting Date:
Details of Fee Remittance at NIT Sikkim Admission Centre			
DD of Tuition & Hostel Fees			
Date of Issue:	Amount:	No:	Branch:
DD Mess Fees			
Date of Issue:	Amount:	No:	Branch:

Verified By: Admission In-Charge



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List of Original/Duplicate 2018 Admissions Noted during Fresh Admission, NIT Sikkim

Name of Student (BLOCK LETTERS):			
<b>List of Collected Items (Please tick <input type="checkbox"/> the appropriate box. Write any remarks next to the box)</b>			
	Original	Duplicate	Remarks (if any)
1 JEE (Main) Score Card			
2 JEE (Main) Admit Card			
3 Date of birth proof (10 <sup>th</sup> standard/ matriculation or equivalent certificate or marks sheet)			
4 10 <sup>th</sup> standard/ matriculation or equivalent certificate or marks sheet			
5 Mark Sheet & Pass Certificate of the Qualifying Exam			
6 School Certificate/Transfer certificate from the institute last attended			
7 Migration Certificate			
8 Character and Conduct certificate from the institute last attended			
9 Gap Certificate (applicable for candidates who have passed the qualifying exam in years prior to the current academic year)			
10 Community certificate in the form prescribed by Govt. of India and Issued by the competent authority in case of SC/ST candidates			
11 Community certificate in the case of OBC candidates from a competent authority indicating the status regarding creamy layer			
12 Certificate for persons with disabilities (PwD)			
13 Medical Certificate [format given in Annexure 8 of JoSAA business rules]			
14 Family Annual Income Proof and Affidavit declaration+			
15 Three recent passport size photographs not older than six month			





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16	Class XII performance certificate [2018 Admission Notice and JoSAA business rules]			
17	Provisional Seat allotment letter			
18	Photo identity card			

19	Registration-cum-locked choices for seat allotment			
20	Document Verification-cum-Seat Acceptance Letter			
21	Proof of fee payment to JoSAA			
22	Any other item:			

<b>Signature of student with date</b>	<b>Verified By:</b>
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<b>Dean In-Charge, Academic Affairs:</b>	<b>Signature with Seal:</b>
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**20 – 20 BATCH**  
1<sup>st</sup>Year B.Tech, 1<sup>st</sup> Semester

**STUDENT INFORMATION FORM**

**Form-III**

Recent passport  
size photograph

(Not older than 6  
months)

1.	Name of the Student (IN BLOCK LETTERS)	
2.	Category (GEN / SC / ST / OBC / PwD / Minority)	
3.	JEE Main Rank – CRL	
4.	JEE Main Rank – Category Rank	
5.	JEE Main Roll No.	
6.	Allotted Roll No. (To be filled by admission office)	
7.	Branch Allotted (In Full)	
8.	Date of Birth (dd/mm/yyyy)	
9.	Mobile no of Student	
10.	Landline No (With STD CODE) & Mobile No of Parents	
11.	E-mail Id of Student	
12.	E-mail Id of Guardian	
13.	Languages Known	
14.	Blood Group	
15.	Any Physical Disability (PwD)	



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16.	Father's Name & Occupation	
17.	Mother's Name & Occupation	
18.	Aadhar Card No:	
19.	Permanent Address	House No: Street Name: Locality: City: District: Post Office: Police Station: State: Pin code:
20.	Name of Local Guardian (In Sikkim, If Any) Full Address & Mobile No	
21.	Emergency Contact Details (Name, Contact No., Full Address, Etc.)	
22.	Extracurricular Activity(If Any)	
23.	Cultural Activity(If Any)	
24.	Any Medical Issue Which Requires Regular Monitoring / Treatment (Write "NA" If There Is No Such Issue)	
25.	Specimen Signature (With Date)	

I declare that the information given above are true and can be used by the Institute.

Signature of the Guardian

Signature of the Candidate



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**Form-IV**

**INFORMATION FOR IDENTITY CARD –  
 20 - BATCH**

(Fill up the form in clear hand-writing and no over righting)

Recent passport size  
 photograph  
 (Not older than 6  
 months)

1.	<b>Specimen Signature (Full Signature)</b>	
2.	<b>IDENTITY CARD No. (For Office use)</b>	NITSKM / BTECH / 20
3.	<b>VALID UPTO (For Office Use)</b>	JULY, 20
3.	<b>Name of Student (IN BLOCK LETTERS)</b>	
4.	<b>Father's Name (IN BLOCK LETTERS)</b>	
5.	<b>Mother's Name (IN BLOCK LETTERS)</b>	
6.	<b>Course Admitted In (For Office Use)</b>	
7.	<b>DEPARTMENT (Write in full)</b>	
8.	<b>Roll No. (For Office Use)</b>	
9.	<b>Date Of Birth (dd-mm-yyyy)</b>	



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<b>10.</b>	<b>Hostel Address (For Office Use)</b>	National Institute of Technology Sikkim Ravangla, South Sikkim – 737 139, INDIA
<b>11.</b>	<b>Permanent Address</b>	House No: Street Name: Locality: City: District: Post Office: Police Station: State: Pin code:
<b>12.</b>	<b>Student's Contact No. (Mobile)</b>	
<b>13.</b>	<b>Emergency Contact No. Landline (With STD CODE &amp; Mobile No.)</b>	
<b>14.</b>	<b>Blood Group</b>	
<b>15.</b>	<b>E-mail Id of Student</b>	

I declare that the information give above is true and can be used for issuing Identity card.

Signature of Guardian

Signature of candidate

Date:

Date:

Place:

Place:



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**SAMPLE**

**STUDY GAP AFFIDAVIT**

Mr ..... S/o..... R/o .....,  
do hereby solemnly and state as under:

1. That his/her above name and address is correct.
2. That his/her name is ..... And his/her correct date of birth is .....
3. That he/she has passed 12<sup>th</sup> class from ..... Board in the year ..... In PCM Science stream.
4. That there is a gap of 1 or 2 year between passing of 12<sup>th</sup> class and now seeking admission in the **NATIONAL INSTITUTE OF TECHNOLOGY SIKKIM.**
5. That during this gap period,he/she was doing .....  
.....  
.....
6. That during this gap period, he/she was neither studying anywhere nor passed any other examination.
7. That he/she was not involved in any criminal offence whatsoever and not punished for any offence by any Court of law during this gap period.

**VERIFICATION:**

That the above statement is true to the best of my Knowledge and belief and nothing has been concealed there from.

**DEPONENT**

**Note: This sample gap affidavit performa. The applicant has to produce documents to proof above requirement to the Notary Public and get signed from him. This gap affidavit is to be print on the legal non-judicial stamp paper of Rs. 10 or above.**



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## SAMPLE

**To be print in the stamp paper (Non-Judicial) of Rs. 10 & Above with signed, sealed of notary.**

### AFFIDAVIT

Dr/MR/MRs .....(Parents name)R/O .....  
 Village/Ward/Para/Street..... Block/Tehsil.....  
 District..... State..... PIN No:..... certify  
 that my Annual Income does not exceed Rs.....  
 (Rupees:.....) as per  
 the record of Income Certificate issued by the authority on dated:..... (Self-attested Copy Enclosed).  
 Further, the salary of any of my family member(s) as declared is as per the salary slip of last three month (copy enclosed).

I do hereby solemnly declare that, the income state as above is correct and true as per my belief and knowledge and I shall held responsible if any case, it breaches the rules for the purpose of fee waiver of my Son/Daughter.....(Name of Student) who is undergoing Four year B Tech Programme at National Institute of Technology Sikkim from 2018 batch. The Institute may withdraw his/her candidature or asked to pay full fee with fine if any, in case of violation, temperament or found false statement in my Income Certificate/employment position submitted herein during the internal verification by the Institute. I will not claim any scholarship or financial support from agency /government organisation under tuition fee head.

The following member(s) constitutes our family:

S/no	Name & Age	Relation with Students	Occupation, if any	Derived annual income

Jointly declare this affidavit on this date:.....

Signature

Name of Father/Mother/Parents:.....

Bank Account No:.....IFSC.....

Name of Bank:.....Branch.....

Mobile No:.....

Signature

Name of Student:.....

Roll No:.....

Dept:.....

Mobile no:.....

**Note:** \*The above matter must be print/type/Write in the non-Judicial stamp paper of Rs. 10 and above. \*The Name of Father/Mother/Parent should be same as declared in the admission form admission. \*The bank account holder and Income certificate holder should be same person. \*The affidavit along with annual family income proof has to be submitted in every odd semester registration with copy of afresh Annual Income Certificate/salary slip. \*The Government servant may submit salary slip of last three month and other should submit annual income certificate issued by the competent authority only.



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**Declaration for the late submission of Relevant Documents.**

<b>Candidate's Details</b>			
JEE(Main) 2017 Roll No.		Father Name :	
Date of Birth :		Mother Name :	
Candidate Name :		Guardian Name :	

<b>Rank List</b>			
Rank List	JEE(Main) 2017 Paper-1	JEE(Main) 2017 Paper-2	JEE(Advanced)
CRL Rank:			
SC/ ST/ PwD/ OBC-NCL Rank:			

<b>Allotment Details</b>			
Choice No:		Roll No:	
Institute:		Department:	
Allotted from Category:		Quota:	

The following documents are not currently available with me. I undertake that I will submit these documents at the allotted institute by \_\_\_\_\_ 2017, failing which I shall forego the seat allotted to me.

Sl.No	Documents	Remarks
1		
2		
3		
4		
5		
6		

Date:

Signature of Parent/ Guardian

Signature of the Candidate:

Signature of the verifying Official:



**ANNEXURE 7(b)**  
**(For NITs, IEST, IITs and O-GFTIs)**

**JOINT SEAT ALLOCATION AUTHORITY 2018**  
**CLASS XII PERFORMANCE CHECK**

TOKEN NUMBER:

**To be filled by the candidate:**

Name of the candidate:						Photo same as in  JEE (Main)  Admit Card
JEE (Main) 2018 roll no.						
Appeared in Paper 1 (B.Tech./B.Eng.): Yes / No						
Appeared in Paper 2 (B.Arch./B.Planning): Yes / No						
Birth Category:			PwD Status:			
Name of Class XII (or equivalent) board						
Roll No of Class XII board						
State from where you have passed Class XII						
<b>Marks Obtained in Class XII (or equivalent):</b>						
<b>Subject</b>	<b>Mathematics</b>	<b>Physics/ &lt;&lt;Name&gt;&gt;</b>	<b>Third Subject &lt;&lt;Name&gt;&gt;</b>	<b>Fourth subject &lt;&lt;Name&gt;&gt;</b>	<b>Language &lt;&lt;Name&gt;&gt;</b>	
<b>Marks Out of 100</b>						
(a) Total marks for the above mentioned 5 subjects (out of 500)						
(b) Percentage of total marks computed above					%	
(c) Category cut-off marks for top 20 percentile of Class XII board						

**To be filled by the RC official:**

**Yes/No/NA**

<b>Whether the candidate satisfies Class XII criteria for B.Tech/B.E.</b> <small>Physics and Mathematics are as compulsory and one of the Chemistry/Biotechnology/Biology/Technical Vocational subject.</small>	
<b>Whether the candidate satisfies Class XII criteria for B.Arch/B.Planning</b> <small>A total of five subjects in which Mathematics is compulsory.</small>	
<b>Whether the candidate satisfies percentage criterion in Class XII/Equivalent</b> <small>Minimum 75% [ for GEN, OBC-NCL] and minimum 65% [for SC, ST, PwD]</small>	
<b>Whether the candidate satisfies top 20 percentile criterion</b> <small>Compare (a) and (c) above</small>	
Name:	Signature of the RC Official

## ANNEXURE 8

<b>MEDICAL CERTIFICATE</b> <b>(to be issued by a Registered Medical Practitioner)</b>					
<b><u>GENERAL EXPECTATIONS</u></b>					
Candidates should have good general physique. In particular,					
a) Chest measurement should not be less than 70 cm, with satisfactory limits of expansion and contraction.					
b) Vision should be normal. In case of defective vision, it should be corrected to 6/9 in both eyes or 6/6 in the better eye. Colour blind and unioocular persons are restricted from admission to certain courses.					
c) Hearing should be normal. Defective hearing should be corrected.					
d) Heart and lungs should not have any abnormality and there should be no history of mental illness and epileptic fits.					
<b>1</b>	Name of the candidate:				
<b>2</b>	Identification Mark (a mole, scar or birthmark), if any				
<b>3</b>	Major illness/operation, if any (specify nature of illness/operation)				
<b>4</b>	Height in cm:	Weight in kg:	Blood Group:		
<b>5</b>	Past History	(a) Mental illness (b) Epileptic Fit			
<b>6</b>	Chest (a) Inspiration in cm		(b) Expiration in cm		
<b>7</b>	Hearing				
<b>8</b>	Vision with or without glasses:	Right Eye	Left Eye	Colour Blindness	Unioocular vision
<b>9</b>	Respiratory System				
<b>10</b>	Nervous System				
<b>11</b>	Heart	(a) Sounds	(b) Murmur		
<b>12</b>	Abdomen (a) Liver (b) Spleen	Hernia	Hydrocele		
<b>13</b>	Any other defects:				
<b>Certificate of Medical Fitness</b>					
<input type="checkbox"/> The candidate fulfils the prescribed standard physical fitness, medical fitness and is FIT for admission to Engineering/Architecture/ Pharmaceutics/ Science Course					
<input type="checkbox"/> The candidate does not fulfil the prescribed standard of physical fitness/medical fitness and is unfit/temporarily unfit for admission due to following defects:					
<hr style="border: none; border-top: 1px solid black; margin: 5px 0;"/>					
Name of the Doctor		Signature	Registration number	Seal	

**FORM-OBC-NCL**

**OBC-NCL Certificate Format**  
**(To be issued on or after 01.04.2018)**

**FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD  
CLASSES (NCL) APPLYING FOR ADMISSION TO CENTRAL EDUCATIONAL  
INSTITUTIONS (CEIs), UNDER THE GOVERNMENT OF INDIA**

This is to certify that Shri/Smt./Kum\* \_\_\_\_\_ Son/  
Daughter\* of Shri/Smt.\* \_\_\_\_\_ of Village/  
Town\* \_\_\_\_\_ District/Division\* \_\_\_\_\_ in the  
State/Union Territory \_\_\_\_\_ belongs to the  
\_\_\_\_\_ community that is recognized as a backward class under  
Government of India\*\*, Ministry of Social Justice and Empowerment's Resolution No.  
\_\_\_\_\_ dated \_\_\_\_\_ \*\*\*

Shri/Smt./Kum. \_\_\_\_\_ and/or  
his/her family ordinarily reside(s) in the \_\_\_\_\_ District/Division of  
the \_\_\_\_\_ State/Union Territory. This is also to certify that **he/she**  
**does NOT belong to the persons/sections (Creamy Layer)** mentioned in Column 3 of the Schedule to  
the Government of India, Department of Personnel & Training O.M. No. 36012/22/93- Estt. (SCT)  
dated 08/09/93 which is modified vide OM No. 36033/3/2004 Estt.(Res.) dated  
09/03/2004, further modified vide OM No. 36033/3/2004-Estt. (Res.) dated 14/10/2008, again  
further modified vide OM No.36036/2/2013-Estt (Res) dtd. 30/05/2014.

District Magistrate /  
Deputy Commissioner /  
Any other Competent Authority

Dated:

Seal

\* **Please delete the word(s) which are not applicable.**

\*\* **As listed in the Annexure (for FORM-OBC-NCL)**

\*\*\* **The authority issuing the certificate needs to mention the details of Resolution of  
Government of India, in which the caste of the candidate is mentioned as OBC.**

**NOTE:**

- (a) The term 'Ordinarily resides' used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.
- (b) The authorities competent to issue Caste Certificates are indicated below:
  - (i) District Magistrate/ Additional Magistrate/ Collector/ Deputy Commissioner/ Additional Deputy Commissioner/ Deputy Collector/ Ist Class Stipendiary Magistrate/ Sub-Divisional magistrate/ Taluka Magistrate/ Executive Magistrate/ Extra Assistant Commissioner (not below the rank of Ist Class Stipendiary Magistrate).
  - (ii) Chief Presidency Magistrate / Additional Chief Presidency Magistrate / Presidency Magistrate.
  - (iii) Revenue Officer not below the rank of Tehsildar' and
  - (iv) Sub-Divisional Officer of the area where the candidate and/or his family resides

## ANNEXURE for FORM-OBC-NCL

Sl. No.	Resolution No.	Date of Notification
1	No.12011/68/93-BCC(C)	13.09.1993
2	No.12011/9/94-BCC	19.10.1994
3	No.12011/7/95-BCC	24.05.1995
4	No.12011/96/94-BCC	09.03.1996
5	No.12011/44/96-BCC	11.12.1996
6	No.12011/13/97-BCC	03.12.1997
7	No.12011/99/94-BCC	11.12.1997
8	No.12011/68/98-BCC	27.10.1999
9	No.12011/88/98-BCC	06.12.1999
10	No.12011/36/99-BCC	04.04.2000
11	No.12011/44/99-BCC	21.09.2000
12	No.12015/9/2000-BCC	06.09.2001
13	No.12011/1/2001-BCC	19.06.2003
14	No.12011/4/2002-BCC	13.01.2004
15	No.12011/9/2004-BCC	16.01.2006
16	No.12011/14/2004-BCC	12.03.2007
17	No.12011/16/2007-BCC	12.10.2007
18	No.12018/6/2005-BCC	30.07.2010
19	No. 12015/2/2007-BCC	18.08.2010
20	No.12015/15/2008-BCC	16.06.2011
21	No.12015/13/2010-BC-II	08.12.2011
22	No.12015/5/2011-BC-II	17.02.2014

# FORM-SC/ST

## SC/ST Certificate Format

### FORM OF CERTIFICATE TO BE PRODUCED BY SCHEDULED CASTES (SC) AND SCHEDULED TRIBES (ST) CANDIDATES

1. This is to certify that Shri/ Shrimati/ Kumari\* \_\_\_\_\_ son/daughter\*  
of \_\_\_\_\_ of Village/Town\* \_\_\_\_\_  
District/Division\* \_\_\_\_\_ of State/Union Territory\* \_\_\_\_\_ belongs to  
the \_\_\_\_\_ Scheduled Caste / Scheduled Tribe\* under :-

- \* The Constitution (Scheduled Castes) Order, 1950
- \* The Constitution (Scheduled Tribes) Order, 1950
- \* **The Constitution (Scheduled Castes) (Union Territories) Order, 1951**
- \* The Constitution (Scheduled Tribes) (Union Territories) Order, 1951

[As amended by the Scheduled Castes and Scheduled Tribes Lists (Modification Order) 1956, the Bombay Reorganisation Act, 1960, the Punjab Reorganisation Act, 1966, the State of Himachal Pradesh Act, 1970, the North Eastern Areas (Reorganisation) Act, 1971, the Scheduled Castes and Scheduled Tribes Orders (Amendment) Act, 1976 and the Scheduled Castes and Scheduled Tribes Orders (Amendment) Act, 2002]

- \* The Constitution (Jammu and Kashmir) Scheduled Castes Order, 1956;
- \* The Constitution (Andaman and Nicobar Islands) Scheduled Tribes Order, 1959, as amended by the Scheduled Castes and Scheduled Tribes Order (Amendment) Act, 1976;
- \* **The Constitution (Dadara and Nagar Haveli) Scheduled Castes Order, 1962;**
- \* The Constitution (Dadara and Nagar Haveli) Scheduled Tribes Order, 1962;
- \* The Constitution (Pondicherry) Scheduled Castes Order, 1964;
- \* The Constitution (Uttar Pradesh) Scheduled Tribes Order, 1967;
- \* The Constitution (Goa, Daman and Diu) Scheduled Castes Order, 1968;
- \* The Constitution (Goa, Daman and Diu) Scheduled Tribes Order, 1968;
- \* The Constitution (Nagaland) Scheduled Tribes Order, 1970;
- \* The Constitution (Sikkim) Scheduled Castes Order, 1978;
- \* The Constitution (Sikkim) Scheduled Tribes Order, 1978;
- \* The Constitution (Jammu and Kashmir) Scheduled Tribes Order, 1989;
- \* The Constitution (Scheduled Castes) Order (Amendment) Act, 1990;
- \* The Constitution (Scheduled Tribes) Order (Amendment) Act, 1991;
- \* The Constitution (Scheduled Tribes) Order (Second Amendment) Act, 1991.

2. # This certificate is issued on the basis of the Scheduled Castes / Scheduled Tribes\* Certificate issued to Shri /Shrimati\*  
\_\_\_\_\_ father/mother\* of Shri /Shrimati /Kumari\* \_\_\_\_\_ of Village/Town\*  
\_\_\_\_\_ in District/Division\* \_\_\_\_\_ of the State/Union  
Territory\* \_\_\_\_\_ who belong to the Caste / Tribe\* which is recognised as a Scheduled Caste / Scheduled  
Tribe\* in the State / Union Territory\* \_\_\_\_\_ issued by the \_\_\_\_\_ dated \_\_\_\_\_.

3. Shri/ Shrimati/ Kumari \* \_\_\_\_\_ and / or\* his / her\* family ordinarily reside(s)\*\* in Village/Town\*  
\_\_\_\_\_ of \_\_\_\_\_ District/Division\* of the State/Union Territory\* of \_\_\_\_\_.

Signature: \_\_\_\_\_  
Designation \_\_\_\_\_  
(with seal of the Office)

Place: \_\_\_\_\_ State/Union Territory\* \_\_\_\_\_

Date: \_\_\_\_\_

\* Please delete the word(s) which are not applicable.

# Applicable in the case of SC/ST Persons who have migrated from another State/UT.  
IMPORTANT NOTES

The term "ordinarily reside(s)\*\*\*" used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950. Officers competent to issue Caste/Tribe certificates:

1. District Magistrate / Additional District Magistrate / Collector / Deputy Commissioner / Additional Deputy Commissioner / Deputy Collector / Ist Class Stipendiary Magistrate / City Magistrate / Sub-Divisional Magistrate / Taluka Magistrate / Executive Magistrate / Extra Assistant Commissioner.
2. Chief Presidency Magistrate / Additional Chief Presidency Magistrate / Presidency Magistrate.
3. Revenue Officers not below the rank of Tehsildar.
4. Sub-divisional Officer of the area where the candidate and/ or his family normally reside(s).
5. Administrator / Secretary to Administrator / Development Officer (Lakshdweep Island).
6. Certificate issued by any other authority will be rejected