

ALLOTMENT INSTRUCTIONS TO THE B.TECH / INTEGRATED M.Sc PHOTONICS / INTEGRATED M.Sc IN SCIENCES/BVOC PROGRAMMES OF THE UNIVERSITY

Allotment to various branches of B.Tech/Integrated M.Sc Photonics programmes are based on the rank list and the options registered by the candidates and in the case of Integrated M.Sc in Sciences and Bvoc programmes the allotment is based on the rank list only. Candidates who have got allotment shall upload scanned copy of originals of all the required certificates and shall pay the fees applicable for the programme allotted to them by way of online payments on or before the stipulated last date for payment of fees.

If a candidate fails to upload all the required certificates and to pay fees before the stipulated last date of payment of an allotment, all options of that candidate will be cancelled and he/she will not be considered for subsequent allotments. However, he/she can participate in the spot admission, if any.

The higher options of the candidates who have paid the fees within the stipulated time will stay and all their lower options will be cancelled. For example, if a candidate got allotment to his/her third option and paid the fee, his/her first and second options alone will be considered in subsequent allotments. If a candidate wishes to remain in the option already allotted to him/her, he/she has to cancel all the higher options registered by himself/herself by login into their respective home/login page. Otherwise he/she may be allotted the higher options registered by them in the subsequent allotments, if any, in case vacancies are available in the higher options. In such cases the lower option already allotted to the candidate will be cancelled without intimation.

If the candidates, who have paid the fees, are allotted higher options in the subsequent allotment, the fees already paid by them will be adjusted in the fee of the new options allotted. Waiting list of candidates will be updated in the home page of candidates after every allotment. Hence candidates are directed to check the status of the allotment granted to them on a daily basis till the final allotment is completed. No individual intimation will be given in this regard in any other mode. The schedule of allotment, fee payment, admission/counselling etc will be published from time to time in the website <https://admissions.cusat.ac.in/>

Those who got multiple allotments (B.Tech/Integrated M.Sc Photonics, Integrated M.Sc in Sciences, Bvoc) have to choose one programme among them and make online payment for the same and He/She will not be considered for subsequent allotments in the other programme.

HOW TO MAKE ONLINE FEE PAYMENT

For making online payment of fees the candidates who got allotment should follow the instructions given below:

1. Login to your home/login page using your Username (email id) and Password in the university website <https://admissions.cusat.ac.in/>
2. Proceed to certificate uploading and fee payment page. (The payment link will be enabled only after uploading all the required certificates.)
3. After uploading certificates proceed to payment page. You can make payment through Credit card or ATM/Debit Card or through Net Banking. It may be noted that payment through some Debit Cards has a monetary ceiling and, in such cases, opt for Net banking.

CERTIFICATES TO BE UPLOADED DURING ONLINE ALLOTMENT

I. The applicants to various programmes of the University shall invariably upload good quality Good quality scanned copy of the following documents.

1. S.S.L.C / 10th Standard Certificate & Mark List
2. 12th Standard/Higher Secondary Certificate & Mark List
3. Transfer Certificate from the Institution last attended
4. Conduct Certificate from the Institution last attended
5. Proof for communal reservations.
6. Proof for Special Reservation, if any (DAC, NRI, CGW, CHD, EWS etc)
7. Proof for Keralite Status.

II. Certificates to be uploaded as proof for availing communal reservation:

- a. Kerala Scheduled Caste (KSC)/Kerala Scheduled Tribe (KST) Candidates should upload scanned copy of a valid & original Community Certificate issued by the Tahsildar.
- b. SEBC candidates, i.e. candidates belongs to Ezhava /Thiyya/Billava (ETB), Muslim(MSM), Latin Catholic or Anglo-Indian(LCC), Other Backward Christian (OBX), Other Backward Hindus (OBH), Dheevera (DHV), Kudumbi (KMB), Pot Making Communities (PMC) and Viswakarma (VSK) etc. should upload scanned copy of a valid & original Community Certificate and Non-Creamy Layer certificate issued by the Village Officer. If the community/category is clearly specified in the Non-creamy layer certificate no separate community certificate is required.
- c. OBH candidates eligible for fee concession applicable to OEC candidates should also upload scanned copy of a valid & original income certificate issued by competent authority to prove their eligibility.
- d. Applicants belonging to “General” category and have claimed reservation under “Economically Weaker Sections - EWS” should upload scanned copy of a valid & original certificate issued by the competent authority for the purpose of claiming EWS reservation.
- e. Other certificates (if applicable) : Relevant/Appropriate Certificate issued by Competent Authority for substantiating claim for any other reservation seats mentioned under Supernumerary seats if the candidate is allotted to a seat under that category. Relevant certificates, if any, may also be uploaded here.

III. Keralite Status: A candidate will be considered as ‘Keralite’ for the limited purpose of admission procedure, if:

He / She or his/her father/mother was born in Kerala.

OR

He / She has been a resident of Kerala for a period of 5 years within a period of 12 Years.

OR

He / She has undergone his/her school studies from standards VIII to XII in educational institutions(s) in Kerala.

Children of All India Service (AIS) Officers (Non-Keralites) allotted to Kerala circle are deemed to be “Keralites” (GO (Rt.) No. 822/08/H. Edn. dated 29/05/2008). But they will not be eligible for Communal/Special Reservations applicable to “Keralites”.

Certificates to be uploaded as proof for claiming Keralite Status:

Candidates claiming the Keralite status should invariably upload scanned copy of the originals of any one of the following certificates:

1. The certificate of Birth / Residence of the candidate or his/her father or mother from the Village Officer / Tahsildar or from a competent authority of local body.
2. The ‘Certificate showing school studies in Kerala from Standards VIII to XII’ from the Head of School where the candidate completed his / her study in Standard XII.
3. Relevant page of the SSLC of the candidate’s father / mother showing the place of birth in Kerala with corroborative evidence showing the relationship between the candidate and the parent.
4. Relevant page of the passport of the candidate or either of parents issued by the Government of India showing place of birth in Kerala with corroborative evidence showing the relationship between the parent and candidate.

5. Birth certificate of candidate or his / her father / mother showing the place of birth in Kerala with corroborative evidence showing the relationship between the candidate and father / mother whose birth certificate is being produced.
6. For claiming Keralite - AIS (All India Service), certificate from competent authority should be uploaded.

**IV. Non-resident Indian (NRI) Seats (Applicable to all Programmes for which NRI seats are allotted):
Certificates to be uploaded for claiming NRI Seats.**

1. NRI status is not compulsory but those who have opted for NRI seats should upload the scanned copy of the 'Declaration' given in Annexure I.
2. For NRI seats candidates should have applied for the same at the time of application registration. Others will not be considered for admission under NRI seats. However, they can participate in NRI spot admission if seats are available.

V. Seats reserved for Children of Indian Workers in Gulf Countries (CGW) applicable to all Programmes for which CGW seats are allotted.

CGW seats are reserved for candidates whose father or mother is working in any Gulf Country. Those who have opted for CGW seats should invariably upload scanned copy of the following documents substantiating their claim for CGW seats.

Certificates to be uploaded for claiming CGW Seats

1. Certificate / Mark list of Plus Two Examinations and 10th Certificate.
2. Employment Certificate of the Parent which is duly attested by The Indian Embassy/ Govt. Agency.

OR

Copy of Work Permit, Account Statement of Bank in Gulf Country and copy of VISA which are duly attested by The Indian Embassy / a Govt. Agency.
3. Copy of the Birth Certificate of the candidate or any other Government certificate/document proving the relationship between the candidate and the parent.
4. Migration Certificate (if the candidate has studied in an institution outside Kerala)
5. Transfer Certificate and Conduct Certificate from the Institution last attended.

Note:

1. *If a candidate fails to upload the required certificates before the stipulated time, then his claim for admission to the programme under the category claimed by him will be forfeited. The sole responsibility for such incidents will rest with the candidate only.*
2. *Admission will be provisional and subject to physical verification of originals of all certificates/documents by the concerned School/Department before a specified date, that will be published later.*

B.Tech / Integrated M.Sc Photonics / Integrated M.Sc in Sciences Fee Structure

<u>Branches</u>	<u>General</u>			<u>SC / ST</u>		
	State Merit	All India Merit	NRI	State Merit	All India Merit	NRI
Civil Eng. Computer Science and Eng. Electronics and Comm. Eng. Mechanical Eng. Information Tech. Eng. Elect. and Electronics Eng Safety and Fire Eng.	₹26,510	₹47,020	₹61,765	₹1,285	₹1,285	₹61,765
Marine Eng. (Residential Programme)	₹1,49,430	₹1,98,650	₹1,98,650 + *US\$ 5,000	₹12,845		₹1,98,650 + *US\$ 5,000
Instrumentation Technology	₹19,330			₹1,285		
Polymer Science and Eng.	₹14,230			₹1,285		
Naval Arch. and Ship Bldg.	₹15,965			₹1,285		
M.Sc (5 Year integrated) Photonics	₹23,170		₹61,480	₹1,285		₹61,480
Integrated M.Sc in Sciences	₹9,120			₹1,285		
B Voc in Business Process and Data Analytics	₹26155			₹1285		₹1285

*Non Refundable deposit for B.Tech Marine Engineering NRI students - ₹3,66,090/- (US \$5000)

Candidates need to pay the additional fees of PTA/Department Development Fund (if applicable), Matriculation fee (if applicable) etc directly at the Department/School as per the instructions received from the concerned Department/School.