

PG ADMISSION PROCESS ~ 2015-16

Admission to ME/M.Tech courses shall be governed by the rules of RGPV, Bhopal whichever is applicable and Technical Education & Skill Development Department, Govt. of Madhya Pradesh, Bhopal.

3.1 Online Registration and Off Campus Counseling :

3.1.1 Registration : Online registration and payment of registration fee Rs. 750/- will be done through www.uecu.ac.in as per schedule given in Table-2. This includes online registration and non-refundable counseling fee.

3.1.1.1 The candidates will fill up the choice for course/branch in order of the preference which shall not be changed during/after counseling. It is therefore suggested that the choice should be given carefully and locked before payment of counseling fee. If candidate is selected in any branch of any choice opted, upgradation in upper level of choices will be possible only after his/her admission in the college. If candidate does not report for admission his/her candidature will be cancelled. Please refer **Table-1** for courses offered.

3.1.2 Off Campus Counseling : First round of Off Campus counseling will take place for candidates with valid GATE Score. In case of equal GATE score of two or more candidates rank will be decided in the basis of Date of Birth (*order will get preference*).

3.1.3 Submit online the scanned copy of GATE score card along with the application at the time of registration.

3.1.2.1 Schedule of declaration of merit list is given in **Table-2**.

3.1.2.2 Course wise merit list and overall merit list shall be placed on Institute's web site www.uecu.ac.in through which candidate will have an idea of his/her standing for probable admission in a particular branch. Candidates selected in different lists shall be provisionally admitted as per schedule indicated in **Table-2**. Admission to waiting list (from overall merit list) candidates shall be confirmed as the vacancy is created in respective courses.

3.1.2.3 If all the candidates will not take admission and seats remain vacant, further lists, if available, shall be declared ?

3.1.2.4 Candidates of all the courses shall be required to deposit first year fee, at the time of counseling for their admission, through demand draft in favour of Principal, Ujjain Engineering College, Ujjain, payable at Ujjain. A detail of fee is given **Table-3**.

3.1.2.5 Reserved category seats will be converted to other category as per rule during the counseling, if no candidate is available in that category.

3.1.2.6 If seats remain vacant after first round of counseling, second counseling will take place for the Non GATE candidates. This shall be done on common merit of written test conducted at the college. In the second counseling, all the available seats shall be presumed to be under unreserved seats and the allotment shall be made accordingly on the basis of a joint merit list of candidates of all categories.

3.1.2.7 If seats remain vacant after second counseling, third counseling will be college level counseling on common merit basis in the sequence of valid GATE score, marks of written test and degree percentage marks of qualifying examination ?

3.1.3 Cancellation of Admission : If a candidate gets his/her admission cancelled before 14/07/2015 i.e. prior to 7 days before the last date of admission 21/07/2015 then the amount paid by candidate as admission fee will be refunded back after deduction 10% of one year fee ? Only caution money shall be refunded to the candidates who cancel admission after this period.

3.2 Admission of Selected Candidates :

List of candidates selected for admission in first round of counseling along with the overall merit list will be displayed on college website. The candidate will be required to deposit one year fee and complete the formalities for registration in the college as per the schedule.

3.2.1 If the candidate does not get registered within stipulated time, his/her candidature shall be considered cancelled and the eligible candidates from the waiting lists will be offered admission against vacant seats as per the schedule. Such candidates from the next list, therefore, are required to report before stipulated time on the scheduled dates, failing which their candidature will be treated as cancelled.

3.2.2 At the time of admission, the candidate can give choice of no upgradation of allotted course/branch, if his/her first choice is not allotted. If no upgradation choice is not given by the candidate, automatic upgradation of choices shall be performed during/after counseling as per rule.

3.2.3 The candidate should report to the respective Head of Department of the Institute along with following original documents, two photographs and two sets of attested photocopies of all the documents, for the registration :-

- (i) Original GATE Score Card
- (ii) Proof of Date of Birth (*like Certificate/Mark-sheet of HSC/HSSC Examination*).
- (iii) Qualifying Degree.
- (iv) Mark-sheets of all the years of qualifying degree.
- (v) Caste Certificate (*in case of SC/ST/OBC candidates as per formats given in annexure*).
- (vi) Candidates who have acquired B.E. degree from a self financed Institution (*out of M.P.*) are required to ensure about AICTE approval of the Institute from the Head of the concerned Institution.
- (vii) Transfer Certificate and Character Certificate from the Principal of the College last attended (*may be submitted within 15 days after admission*).
- (viii) Migration Certificate (*may be submitted within 15 days after admission*).

3.3 Screening Test / Written Test / Counseling :

NO SEPARATE CALL LETTER WILL BE SENT TO THE CANDIDATES FOR ATTENDING TEST. Information shall be available on web site www.uecu.ac.in of the college. Applicants are required to visit college web site regularly during admission/ counseling period.

- Changes in schedule, if any and all the results/lists and correspondence shall be placed on official website of the institute www.uecu.ac.in on the admission portal.
- Selected candidates shall need to deposit one year fee for admission as per schedule otherwise their candidature will be cancelled and they will not be considered for further lists/round of counseling except spot round.
- Classes will start from 01st July'2015.

- Last date of admission through college level counseling (spot round) is 21st July'2015.
- Cancellation of Admission : If a candidate gets his/her admission cancelled before 14th July'2015 i.e. prior to 7 days before the last date of admission (21/07/2015), then the amount paid by candidate as admission fee will be refunded back after deducting 10% from the amount of one semester fee deposited.
- Only caution money shall be refunded to the candidates, who cancel admission after this period (i.e. 14th July'2015).

**Online registration for Non GATE candidates will start on 22/06/2015 only for those branches in which registration of GATE candidates will be less than number or seats available in those branches.*

3.3.1 The candidates should report to the office of respective Head of the Department. No TA/DA will be admissible for attending test.

3.3.2 The candidate, who has appeared this year in the qualifying examination, will also be considered, for admission. However, if selected for admission, such candidate will be admitted provisionally, subject to condition that :

- He/she will submit the original Mark-sheet / Degree of the qualifying examination before 30/09/2015.
- He/she will meet the eligibility criteria.

The classes for all PG courses (ME/M.Tech) will commence from 01st July'2015.

4.0 SCHOLARSHIPS :

Scholarship of Rs. 8,000/- per month is given to full time GATE qualified students admitted to ME/M.Tech courses as per AICTE norms and approvals, if approved by AICTE, New Delhi. Scholarship shall be provided by AICTE, New Delhi to the students by direct cash transfer for which student shall need to register on AICTE web portal. Scholarship is paid only after it is received from AICTE, New Delhi.

Table-1 : Courses Offered

Sr. No.	Specialization	Eligibility	No. of Seats	OBC	SC	ST	UR
01	ME – Civil Engineering Specialization in Computer Aided Structural Design & Drafting)	BE / B.Tech (Civil)	25	03	04	05	13
02	ME – Mechanical Engineering Specialization in Industrial Engineering & Management	Any Branch of Engineering	18	02	03	04	09
03	ME – Elx. & Comm. Engg. Specialization in Digital Communication	BE / B.Tech (Elx. Comm. Engineering)	18	02	03	04	09
04	M.Tech – Chemical Engineering Specialization in Environmental Management)	Any Branch of Engineering	25	03	04	05	13

Table-2 : Schedule for PG Admissions 2015-16

Sr. No.	Item	ME/M.Tech	
		GATE	Non-GATE
01	Date of Advertisement	09.06.15	09.06.15
02	Online Registration begins through www.uecu.ac.in	09.06.15	22.06.15
03	Last date for on line registration	20.06.15	29.06.15
FIRST COUNSELLING :			
04	Declaration of Course / Category wise merit list and first selection list	22.06.15	<i>Not Applicable</i>
05	Admission o candidates selected in first list	27.06.15	
06	Declaration of second list if required	29.06.15	
07	Admission of candidates selected in second list	04.07.15	
08	Declaration of third list if required	06.07.15	
09	Admission of candidates selected in third list	10.07.15	
SECOND COUNSELLING (if seats remain vacant after first counseling):			
10	Written Test (only in courses where required)	<i>Not Applicable</i>	10.07.15
11	Declaration of merit/waiting list on the basis of merit of written test		13.07.15
12	Admission of selected Non-GATE candidates		17.07.15
THIRD COUNSELLING (if seats remain vacant after second counseling):			
13	Registration	20.07.15	20.07.15
14	Counseling and admission of selected candidates in spot round	21.07.15	21.07.15

Table-3 : Details of Fee

Sr. No.	Institutional Fees	Amount (Rs.)	Sr. No.	Hostel Fees	Amount (Rs.)
01	Tuition Fee	10,000/-	01	Room Rent	1,000/-
02	Registration, Identity Card etc.	150/-	02	Electricity Charges	600/-
03	Student Insurance	15/-	03	Fan Rent	300/-
04	Training & Placement	200/-	04	Water Charges	120/-
05	Local examination & stationary	100/-	05	Admission Fee	100/-
06	Group Insurance	250/-	06	Hostel Establishment Fee	200/-
07	Magazine	100/-	07	Hostel Common Room Fee	100/-
08	Medical Checkup	50/-	08	Caution Money	500/-
09	Student's Union (Institutional)	05/-	TOTAL		2,920/-
10	Student's Union (University)	05/-			
11	Sports Fee	120/-			
12	Cultural Fee	35/-			
13	Literary Activities	10/-			
14	Caution Money	1'000/-			
15	Cooperative Store (Institute)	11/-			
16	Enrolment Fee (Rs. 500 additional for other state)	150/-			
17	Student Welfare Fee	100/-			
18	Portal Charges	50/-			
TOTAL		12,351/-			

PROCEDURE FOR PG SCHOLARSHIP (GATE)

- 01 Department office will fill up students detail in the prescribed format of AICTE with drop down menu and submit the soft copy to PG section for uploading on AICTE web portal. Student's record in AICTE portal format will be submitted by PG section immediately after the admission of students.
- 02 Students will visit the AICTE portal for PG scholarship GATE Direct Benefit Transfer (DBT) Scheme and will get student ID. They will require permanent ID of the Institute.
- 03 Students will require to feed their details and documents like GATE score card, Cast certificate in Central Govt. format, Income certificate, SBI S/B account pass book etc. on AICTE Web Portal. They need to be very careful while filling up their details as any mistake will lead to delay their scholarship. (*Common problems are in IFST code, Bank detail, Cast certificate and Income certificate*).
- 04 Student's details shall be verified by Course Coordinator and HOD. Verified list of students with their student ID will be submitted to PG section for verification on AICTE Web portal. Further students' detail shall be verified by AICTE e-governance after that a bank beneficiary code shall be generated.
- 05 An attendance register will be kept in HOD's office for attendance of students, which will be signed by the student every working day. Every student will be entitled 15 days leave in a semester.
- 06 Head of the department shall assign a teaching assistantship of 8-10 hours per week to students.
- 07 Monthly attendance of a regular student will be submitted to PG section by HOD before 05th of every month. Students' attendance detail shall be uploaded by department clerk in PG section before 10th of every month.
- 08 University (RGPV) Ordinance No.8(A) Para-4.3 shall be applicable to define a regular student for the second year of the course. For all other academic matters university ordinance should be referred during the course of study.

Coordinator PG Courses

Principal

Copy to :-

- (1) Principal Office
- (2) All Head of Department (running PG Courses)
- (3) Coordinator PG Courses
- (4) Registrar Officer
- (5) PG Section
- (6) Account Section