

Shram Sadhana Bombay Trust's
COLLEGE OF ENGINEERING AND TECHNOLOGY

Principal: Dr. G. K. Patnaik
M.E.(CSE), Ph.D. (CSE)



Ref. No. _____ Date: _____

Documents Checklist

Documents required at the time of Admission for Direct Second Year (DSE) in B.E. for A.Y. 2024-25

The following documents are required at the time of admission –

1. All Original Certificates
2. Three Sets of all documents Xerox copies
3. Five Passport Size Photographs

Sr. No.	Documents
Common Documents for All Students	
1	Receipt Cum Acknowledgment from Scrutiny Centre(SC)
2	Seat Freeze/Acceptance Letter
3	S.S.C. (10 th) Mark sheet
4	H.S.C. (12 th) Mark sheet (if attempted)
5	Diploma Mark sheet
6	Leaving /Transfer Certificate /Migration(if applicable)
7	Nationality/Birth Certificate/LC indicating Nationality as "Indian"
8	Domicile/Birth Certificate/LC Indicating Place of Birth in State of Maharashtra (For MH state Student)
9	Aadhar Card (Xerox Copy)
10	Gap Certificate-Original (if applicable)
Extra Documents For Reserve Category Students	
TFWS	
10	Income certificate for financial year 2023-24(Original)
EBC/EWS	
10	Income certificate for financial year 2023-24 (Xerox)
11	Economically Weaker Section Certificate from State of Maharashtra Government (Proforma – V)
O.B.C./VJ/DT-NT(A/B/C/D)/SBC	
10	Caste Certificate
11	Caste Validity Certificate
12	Non creamy layer certificate valid upto 31 st March 2025.
13	Income certificate for financial year 2023-24 (Xerox)

SC/ST	
10	Caste Certificate
11	Caste/Tribe Validity Certificate
12	Income Certificate for financial Year 2023-24 (Xerox)
Orphan Candidate	
10	Orphan Certificate Proforma – U
Ex-Servicemen (Def-1)	
10	Defence Service Certificate Proforma – C.
11	Domicile certificate of father/mother who is an Ex-Service personnel is domiciled in the State of Maharashtra
Active Domicile Defence Candidates. (Def-2)	
10	Defence Service Certificate Proforma – C
11	Domicile certificate of father/mother who is an active defence service person is domiciled in the State of Maharashtra.
Active Non Domicile Defence Candidates. (Def-3)	
10	Defence Service Certificate Proforma – C and D/E.
11	Certificate from the employer in the proforma – D stating that father/mother of the candidate who is an active defence service person presently posted in Maharashtra. OR Certificate from the employer in the proforma – E stating that father/mother of the candidate who is an active defence service person and has retained the family in his previous place of posting in Maharashtra.
Persons with Disability Candidates	
10	Certificate in the Proforma for disability is not less than 40%
11	Domicile certificate of candidate.
Note:- <ol style="list-style-type: none"> Students must carry all required documents softcopy (Image or PDF File) (size less than 500kb, pdf format) with them. As once submitted documents will not be provided for scanning & photocopy. Also, students are requested to keep additional photocopy sets of all original documents for future need, as college will not provide photocopies or allow student to “borrow” original documents for photocopies, until the Government scrutiny process is completed. 	

Principal