

September 2021

M.C.A. ADMISSION MERIT QUOTA (2021-22) – SC/ST/OEC

(A) *Original documents to be furnished for verification at the time of admission.*

- 10th Mark List & 12th Mark List
- Transfer Certificate, Conduct Certificate
- Degree Mark lists of all semesters/years and Degree/Provisional Certificate
- Admit card of Entrance Examination
- Allotment Memo, Rank Certificate, Copy of Tuition Fee receipt
- Physical fitness certificate, Migration Certificate
- Three copies of 10th ,12th , Degree mark lists and Provisional/Degree Certificates
- Three photographs – two passport size and another stamp size
- Aadhar card copy
- Caste and Income Certificates (In the case of SC/ST/OEC/OBH candidates only)
- Nativity Certificate, Valid Non Creamy Layer certificate -for communal reservation seat
- PD Quota- Certificate from Medical Board
- EWS quota- Only for forward community having income not above 4 lakh or should produce AAY/PHH certificate.
- Fee concession to children of Fishermen- certificate from Fisheries Officer concerned of Kerala Fishermen Welfare Fund Board.
- Fee concession to inmates of Sri Chitra Home, Nirbhaya Home & Juvenile Home- certificate from Director, Women and Child development
- Candidates who passed their qualifying examination from Universities/Boards outside the State shall produce “Eligibility Certificate / Equivalency Certificate” from any of the Universities in Kerala.
- Applicant who is employed or a trainee in Government service, Scheduled Bank etc. should produce, at the time of interview, a relieving order and a certificate of good conduct from the Head of the office where the applicant is employed.

(B) *Details of fees to be remitted at the time of Enrolment at the college.*

➤ Caution deposit (Refundable)	- Rs.10,000/-	} Rs. 14,400/-
➤ Admission Fee	- Rs. 100/-	
➤ Prospectus	- Rs. 300/-	
➤ Identity card	- Rs. 500/-	
➤ P.T.A.	- Rs. 2,000/-	
➤ KTU Administration fee	- Rs. 1,000/-	
➤ KTU Sports&Arts	- Rs. 500/-	

(C) **Hostel accommodation (available for Boys & Girls)**

Those requiring hostel accommodations have to fill up the application form and remit the following fees.

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|---------------------------------------|-----------------------|-----------------------|
| ➤ Hostel caution deposit (Refundable) | - Rs.5,000/- | } Rs. 10,600/- |
| ➤ Advance Hostel Rent for one month | - Rs.2,000/-per month | |
| ➤ One month advance towards mess fee | - Rs.3,600/- | |

(D) **Transportation.**

Those requiring transport facility by College bus have to fill up the form and remit the fee for six month. Transport facility will be available from Vyttila, Thripunithura (Seaport Airport road), Thoppumpady, Valanjambalam, GCDA, Palarivattom, Vaduthala, Perumbavoor, Paravur, Kodungallur, Irinjalakuda and Thrissur to College and back.

Beneficiary Details

- Account Name : SCMS School of Engineering and Technology
- Account Number : 345801010030000
- IFS Code : UBIN0558885
- Name of the bank : Union Bank of India
- Name of Branch : Palissery

(1) Can also be paid as cash at the bank extension counter.

For any queries contact: 7034780072, 0484 2628000

Refund procedure

Refund to students who shift from our college to other colleges under government allotment will be issued through account payee cheque in the name of Student/Parent.

Contact Nos.: Office : 0484 – 2882900,0484-2450330 E.mail: sset@scmsgroup.org

Principal : 0484 – 2882901 (O), 9446763487(R), E-mail: praveensal@scmsgroup.org

NOTE

1) Students are instructed to keep sufficient copies of their 10th, 12th Degree Mark List & Entrance Rank certificate for future requirements.

2) Enrolled students are advised to open a bank account in Union Bank of India, SSET College Branch at the time of admission for all future online transactions. Fee payments will be permitted only through online transactions.