Guidelines for Direct Second year B.Tech. students reporting to the Institute after getting admission through CAP/Vacancy after CAP

All candidates reporting for admission should submit the following :

1. **Admission Form [to be filled on link given below]**

   https://docs.google.com/forms/d/e/1FAIpQLScJoCU2XZsm_C_DmxW1wKKx4O2ORLrwe-wRdv5zJmApobQoOQ/alreadyresponded

2. **Demand draft of fees payable**

   https://www.spit.ac.in/wp-content/uploads/2022/11/SE-DIRECT-ADM-Notice-2022-23.pdf

3. **Original Documents [As below]**

   i. Statement of Marks of SSC
   ii. Statement of Marks of HSC (if applicable)
   iii. Diploma Marksheets (All semester)
   iv. School / College Leaving Certificate after qualifying examination
   v. CAP(ARC) Allotment Letter
   vi. Domicile Certificate of Candidate / Father /Mother for Type A/ B
   vii. Certificate in Pro-forma A for Type C Candidate
   viii. Certificate in Pro-forma A for Type D Candidate
   ix. Certificate in Pro-forma G1 or G2 for Type E Candidate
   x. Caste Certificate (if applicable)
   xi. Caste Validity Certificate (if applicable)
   xii. Non-Creamy Layer Certificate (if applicable]
   xiii. Income Certificate (if applicable)
   xiv. Gap certificate (if applicable)
   xv. Passing Certificate (if qualifying examination is not from Maharashtra)
   xvi. Migration Certificate (if qualifying examination is not from Maharashtra)

4. **Photocopies (3 sets) of the original documents to be submitted along with the Original documents.**

5. **Scanned copies of all above documents along with scanned copy of photograph and signature should be mailed from candidate mail id to the following mail ids :**

Branch allotted	Mail Id
• Electronics and Telecommunication	extc2223_documents@spit.ac.in
• Computer	cmpn2223_documents@spit.ac.in
• CSE (AI/ML)	csaiml2223_documents@spit.ac.in
• CSE (Data Science)	csds2223_documents@spit.ac.in

Please forward all documents in a zip folder. The folder should be saved as "students name _ surname".

Important Notes:

- **Candidates should fill and submit the google form online on sr. no. 1 above. Do not take printout of the form.**
- **Candidates should maintain enough photocopies of documents submitted to Institute for any future use as the original documents will be returned only on completion of the course.**
- **Reporting Timing: Between 10.00 a.m. to 5 p.m. on scheduled days as per CET CELL.**
- **Please follow instructions and maintain social distance and decorum while in the Institute.**