



ST. JOHN COLLEGE OF ENGINEERING AND TECHNOLOGY

St. John Technical Campus, Vevoor, Manor Road, Palghar (E), Dist. Palghar - 401404.

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DIPLOMA ENGINEERING

INSTRUCTIONS FOR FILLING IN THE APPLICATION FORM

- The application form should be filled in by the applicant in his/ her own handwriting.
- Full name of the candidate as given in the school-leaving certificate should be given in all the forms and correspondence.
- False information or suppression of any factual information in the application would lead to disqualification and / or termination of the programme.
- For all communication application number must be quoted.

NOTE

Gap Certificate: Students with a break in their academic career should submit a Gap certificate by making an affidavit on Rs. 100/- stamp paper in the court of law to that effect, while seeking admission for the course during the academic year.

Domicile Certificate: Domicile certificate issued by the appropriate authorities of Maharashtra State, clearly indicating domicile by permanent residence, reason of birth/ residence will be considered valid. The Domicile certificate of mother of the candidate should have been issued after her marriage, such certificate issued before her marriage will not be valid. In case of mother's domicile certificate, the candidate shall submit an affidavit on Rs. 20/- stamp paper, stating that the person in whose name the domicile certificate is issued is the mother of the candidate and the father of the candidate is not alive.

Birth Certificate: Birth certificate should clearly state the nationality and place of birth of the candidate.

Caste Validity Certificate: Candidates belonging to SC, ST, VJ/DT, NT (A), NT(B), NT(C), SBC and OBC category are required to produce caste validity certificate at the time of filling of the application. However such candidates who are unable to produce the caste validity certificate may produce the same on or before the date notified by the Directorate of Technical Education, Maharashtra State. Such candidates will be admitted on provisional basis. If a candidate fails to submit the required caste validity certificate, then the admission of such candidate shall be automatically cancelled.

LIST OF DOCUMENTS TO BE SUBMITTED

The application form must be accompanied by one set of attested true copies of the following documents:

Attestation copies should be attested by the **Principal of the School from which the candidate has passed the qualifying examination OR Gazetted Officer OR Special Executive Magistrate OR Headmaster of a Secondary School OR Teaching staff of Govt. College not below the rank of Lecturer**

Documents to be submitted for all categories

1. Std. VIII, IX Marksheet
2. S.S.C. Marksheet and Passing Certificate
3. H.S.C. Marksheet and Passing Certificate
4. Intermediate Drawing Grade Examination Certificate
5. School Leaving certificate from the institution from which the candidate passed qualifying exam
6. Proof of Nationality
7. Domicile Certificate of Student / Birth Certificate
8. Caste Certificate/ Caste Validity Certificate/ Non-Creamy Layer Certificate
9. Eligibility Certificate from MSBTE (incase of candidates who have passed qualifying exam from outside Maharashtra State) & Verification Report/ Migration Certificate from previous Institution / Board
10. Gap Certificate (if applicable)
11. Physical / Medical Fitness certificate from a registered medical practitioner (original copy only)
12. Passport size photographs - One (01) Black & White and Three (03) Colour.
13. Proof of documents submitted to other authorities, if any

Additional documents to be submitted by students seeking admission for Christian Minority seats

a) Proof of Christian/ Roman Catholic Minority status

Candidate's College/ School Leaving Certificate with religion mentioned as "Christian/ Roman Catholic"

OR School/College Leaving Certificate of Student's Father/Brother/Unmarried Sister with religion mentioned as "Christian/Roman Catholic"

OR Affidavit stating that he is a Christian/ Roman Catholic along with a letter from the concerned Bishop.

b) Domicile Certificate of Maharashtra State/ Birth Certificate