OFFICE OF DEAN RESEARCH
COLLEGE OF ENGINEERING TRIVANDRUM
Admission Check List

Name of the Scholar: **Admission No:**

Following Certificates and the data entered by the research scholar in KTU Portal are to be verified with the original certificates by the supervisor/internal supervisor and approval from Dept. Coordinator and HOD is required. Copy of all certificates and other relevant documents ate to be submitted in the Dean Research office.

Sl. No	Certificates	Applicable for	Verified
1	PG degree certificate	FT/PT/EPT	
2	PG mark lists (marks greater than 7.5 for ADF and 6.5 for others)	FT/PT/EPT	
3	DOB	FT/PT/EPT	
4	B. Tech Mark list I to VIII sem (CGPA greater than 7.5 for ADF, Not applicable for others)	FT/PT/EPT	
5	B. Tech Degree Certificate	FT/PT/EPT	
6	Gate/ NET/CAT score card	FT	
7	JRF award letter(for those seeking admission under JRF scheme)	FT	
8	Experience certificate (minimum 5 years or 60 months) Note:- For verifying teaching experience (5 years or above/60 months or above) and National Level Eligibility test (Gate/NET/CAT), please click on the 'Documents to be verified' Tab	PT/EPT	
9	NOC for part-time scholars	PT/EPT	
10	Caste certificate for SC/ST candidates and valid Non Creamy Layer certificate for NCL-OBC candidates.	FT/PT/EPT	
11	The data entered by the research scholar and certificates uploaded in KTU Portal are to be verified with the original certificates.	FT/PT/EPT	
12	TC (Original to be submitted in the office)	FT/PT/EPT	
13	Course and Conduct Certificate	FT/PT/EPT	
14	Photographs	FT/PT/EPT	
15	Fitness Certificate	FT/PT/EPT	

Verified by

Signature of   Signature of   Signature of   Signature of
 Supervisor/   **Dept. Research Coordinator**   **HOD**   **Dean Research**
Internal Supervisor