B-Tech/B-Arch Admissions 2025
College of Engineering Trivandrum

Information & Instructions to Candidates

Before proceeding to college

1. Keep **all the documents in original ready and in order** as per the list attached at the end of this document.

2. **Take a print out of college registration form (**available in website**) and fill the details**

3. **Please pay the PTA, Bus, and CETAA funds in advance to ensure a smooth and timely admission process (payment links are available on the website).** After payment, kindly take a printout of each receipt and clearly write your name, allotted branch, and phone number on them. ***Note regarding PTA fund***: *SC, ST, and OEC students need to pay PTA membership fee of Rs.500 only*

4. As far as possible, please keep hard copies of the duly filled **College registration form**, **Anti-ragging affidavit** (2 copies) and **Undertaking by the Candidate** (2 copies) – copies should be signed by the student and parent (This will save your time during admission process. (**Form available in the college web site**).

On admission day

- After reaching the college, proceed to the **CETAA HALL in the ground floor of the left end of the mainbuilding**, where the **registration counter** is set up.

- **Please show the print out of the latest allotment memo at the registration counter.**

- Reporting time is 8.30am. Admission process will **start by 9.15 am and will end at 3.30 pm**.

- As far as possible, **take admission on the day allotted for you**. Don't wait for the last day. In case you have to submit some missing documents, you **will get time**, if admission is taken on the allotted day.

Contact Info:
Mobile (10am-4pm):
Convener of admissions, Prof. Vinod A: 9746268490
Co-convener of admissions, Sri. Anand Kumar J: 9495551446
Dean UG studies, Dr. Jisha V R : 9496587721

Documents /Certificates to be submitted for verification at the time of admission

1. Allotment Memo issued by CEE

2. **Plus 2 Mark sheet**

3. Data Sheet issued by CEE

4. NATA Score Card (Architecture candidates only)

5. Certificate to prove date of birth in original **(SSLC/Birth Certificate/Valid Indian Passport)**

6. Proof of Nativity in original **(SSLC/Birth Certificate/Valid Indian Passport or any valid document as per KEAM Prospectus 2025)**

7. Non-creamy layer Certificate **(if admitted category is SEBC/OEC)**

8. EWS Certificate **(if admitted category is EWS)**

9. Caste/Community Certificate **(if admitted category is SC/ST/Jews)**

10. **Transfer Certificate (Students without TC will not be permitted to join)**

11. **Conduct Certificate**

12. Physical Fitness Certificate in the relevant format given in Annexure XVII (b) of the Prospectus 2025

13. **Migration Certificate (for boards other than HSE/VHSE/CBSE/ISC)**

14. Pass certificate of the qualifying examination (if issued)

15. Any other certificate of eligibility, if allotment is under any other quotas like CC, PT, XS, SD, DK, RP, JW, SG, PwD etc

16. Receipt of fee paid to CEE

17. Duly filled college registration form with the signature of the student and parent

18. Duly filled Anti-ragging affidavit and "Undertaking by the Candidate"– all 2 copies each signed by the student and parent

19. PTA fund receipt, Bus fund receipt, and CETAA registration receipt with your name, allotted branch, and phone number written on it

20. One set of self-attested copies *of*

    i. *Certificate to prove date of birth (SSLC/birth certificate/passport)*

    ii. *Mark list of the qualifying examination (Higher Secondary or equivalent)*

    iii. *Pass certificate of the qualifying examination (if issued)*

    iv. *EWS/Community/NCRL Certificate as applicable*

    v. *Any other certificate of eligibility, if allotment is under any other quotas like CC, PT, XS, SD, DK, RP, JW, SG ETC, PwD*