

**Mandatory Undertaking for B.Tech Admission 2023-24 Session**

To

Date :

The Director / Principal,

.....

.....

Sir / Madam,

I beg to state that I, ....., Son/daughter of ..... residing at ....., have been enrolled in B.Tech program in ..... in the 1<sup>st</sup> year in the academic session **2023-24**.

I have applied for admission after being satisfied with the details about the standing and capability of the Institute.

1. I, hereby, declare that, the entries made by me in the Application Form are complete and true to the best of my knowledge and based on records.
2. I, hereby, undertake to present the original documents for verification immediately upon demand by the concerned authorities of the Institute at the time of admission.
3. **Mandatory MAKAUT enrolment** at the beginning of **each semester and acquiring 75% attendance**, both theory & practical classes (or in Hybrid mode) are essential for making me eligible to appear in Semester Examinations conducted by MAKAUT.
4. As per guidelines of the MAKAUT, appearing in each **Continuous Assessment (CA)**, throughout the semester (s), is/ are mandatory to secure subject-wise internal marks as per MAKAUT guidelines.
5. I, hereby declare that, I will neither join in any coercive agitation/strike for the purpose of forcing the authorities of the Institute to solve any problem, nor I will participate in any activity which has a tendency to disturb the peace and tranquility of life of the Institute campus and/or its Hostel/PG premises.
6. I, understand that as per rules and regulations of the Institute, I will not be permitted to possess or use any **motorized vehicle** inside the Institute campus, unless I am permitted to do so by a written prior authorisation from the competent authority.
7. I confirm that I will abide by the Rules and Regulations of the Institute, MAKAUT, AICTE and directives of HED, Govt of West Bengal which are presently in force and as may be revised from time to time. I also confirm to comply with the academic and administrative norms set by the Institute and the University in respect of class attendance, form filling for registration, examinations, etc within stipulated schedule. And also accept that the management of the institute will not in any way be held responsible if I am penalized for any lapse on my part in complying with the rules and regulations of the affiliating University.
8. I undertake that I will not take part in any act of indiscipline or misconduct during the tenure of my studies at the institute and declare that I am quite aware that my indiscipline act on my part or my taking part in such activity with others led by any students organization as well as any act of misbehavior with any faculty or staff of the college will lead summarily to my expulsion from the institute.
9. I accept that the competent authority of the institute will have the right to exercise his decision whatsoever, required to maintain the conducive educational environment in the institute, in case I involve myself with any student or group of students indulging in any indiscipline act.
10. I or any person on my behalf will not be entitled to demand any refund of the fees paid to the institute for pursuing any course, if for reasons whatsoever after joining the said course, I could not continue the said course or dropout from continuing the said course or take transfer to any other institute/college/institution or being expelled by the said institute on disciplinary/academic grounds in any semester/year of the said course.
11. I have read and understood the nature, purport of the refund rules notified by the competent authorities in this regard. In this respect I further undertake that I shall abide by the said notifications strictly while advancing any claim/contention in respect of refund of fees paid to the institute for pursuing this course of study.
12. Any dispute or difference what so ever arising between the institute and myself out of or relating to the construction, meaning, scope, opportunity or effect of this contract, undertaking or the validity or the breach thereof shall be settled by the process of Arbitration at the first instance in accordance with the Arbitration and Conciliation Act 1996.

- A. "Dispute" means any demand for any refund of the fees paid to the institute for pursuing the course and rejected by the institute and failure to fulfill the guidelines of the MAKAUT to remain a regular student of the institute.
  - B. Upon receipt of any communication rejecting demand for refund of any fees paid, and being aggrieved with that, I or any person on my behalf shall invoke this provision for settlement of dispute through the process of Arbitration at the first instance.
  - C. Upon receipt of any reference /prayer through arbitration, the Principal shall appoint a sole Arbitrator within 15 days and the sole arbitrator thus appointed shall pass his **award** as early as possible, preferably within one month upon entering into said reference.
  - D. The Sole Arbitrator shall follow the provisions of Arbitration and Conciliation Act 1996.
  - E. The cost involved in the said Arbitration procedure shall be shared equally by the college authority and me.
  - F. The award published by the sole arbitrator in accordance of Arbitration and Conciliation Act 1996, shall be final.
13. I, also declare that, I am not suffering from any serious/contagious ailment and/or any psychiatric / psychological disorder.
14. **I have fully understood that the college authority has not made any commitment, assurance regarding placement, employment what so ever at any material point of time during my admission in the college. However, the institute may provide placement support to the best possible extent subject to the fulfillment of criterion specified by the appointing authorities.**
15. The Institute will not be held responsible for commitment of number of Campus Interview, Name of the Company holding Campus Interview or providing job to the students. Participation at the Campus interview and selection depends on the criterion fixed by the concerned company which is mandatory. I shall strictly follow the guidelines of the college authority for appearing before placement activities.
16. I have read and understood that the Institute is a Private Self Financed Institute and courses are approved by the AICTE, affiliated to MAKAUT / WBUT. **I have clearly understood that the fees charged by this institute and deposited by me and I will accept it and will be paid accordingly.**
17. I have clearly understood that the functions of admission, course Design, curriculum structures, teaching-learning methodologies, examinations / evaluation system (online & offline) and all other issues related thereto including but not limited to the credit/ grading system, promotion system, etc. shall be performed entirely by the Institute in accordance with the guidelines prescribed in the Statute/ Ordinances/Rules and Regulations as approved by MAKAUT / WBUT from time to time.
18. I hereby agree and undertake that if admitted, I shall abide by all the rules and regulations of the Institute / MAKAUT from time to time, regarding enrollment, attendance, course work, credit system, internal & semester examinations, presentation of seminar, group discussion, quiz, project, grand viva and evaluations (online & offline) as prescribed in Institute's / MAKAUT's rules and regulation and also, as regards the matter of discipline. I am solely responsible to fill up semester-wise examination form, within stipulated date, circulated by MAKAUT. In case of failure, I have to follow the guidelines of the MAKAUT. College authority will not be held responsible in this regard.
19. **I also hereby undertake that I shall deposit fees for the Institute / MAKAUT as per attached schedule and failure to abide by the same will disentitle me from taking part in regular Institutional Academic activities including internal and Semester Examination, Co-curricular, Extra-Curricular activities and Beyond Curricular Program/Training and assistance to Placement offer.**
20. **Enrolling in each semester is sole responsibility of the student. In case of failure to do the same, college authority will not be responsible.**
21. I hereby agree and undertake that in case of change of address, cell / phone number and email address I shall submit the changes in writing to the HOD as well as to the Head of the Institute time to time.
22. I hereby agree and undertake that if admitted, I shall abide by all guidelines for filling up Admission form, Registration, Semester Examinations Form of MAKAUT / WBUT, and the forms required for Training & Placements or any other application form on time as per notification. The institute will not be responsible to intimate me in this regard individually.

23. I further understand that Govt. of WB. Vide its extraordinary Gazette Notification No 1114-dated, 29<sup>th</sup> May, 2000 and published on the even date has introduced the **West Bengal Prohibition of Ragging in Educational Institutions Act, 2000, an Act to prohibit ragging in educational institutions in West Bengal.**
24. In case I am found to contravene the above provision the Act, appropriate authorities reserve the right to take action in terms of the aforesaid Act. I am also aware of the fact that if I am convicted of an offence punishable under the above mentioned Act, I will be expelled or dismissed from the educational institution in which I am seeking admission and shall not be readmitted to that educational institution.
25. Any student tampering with Computer Source Documents whoever knowingly or intentionally conceals, destroys or alters or intentionally or knowingly causes another to conceal, destroy or alter any computer source code used for a computer, computer program, computer system or computer network, when the computer source code is required to be kept or maintained by law for the time being in force, shall be punishable as per "The Information Technology Act, 2008" section 65 of Tampering with Computer Source Documents.
26. I understand that I have to follow all the Cyber Laws during use of the Institute network and its Internet facilities. Any misuse or abuse or illegal activity through institute IP addresses shall attract penal action under the appropriate provisions of Cyber Laws.
27. I understand that we have to follow all the Cyber Laws during use of the University network and its Internet facilities. Any misuse or abuse or illegal activity through these IP addresses shall be my responsibility.
28. Punishment for illegal possession or consumption of any narcotic drug or psychotropic substance Whoever attempts to commit any offence punishable under THE NARCOTIC DRUGS AND PSYCHOTROPIC SUBSTANCES, ACT, 1985.
29. Any content circulated or published in social, print or electronic media by the undersigned which shall appear to the authority as defamatory, damaging or lower the reputation of the institute shall attract disciplinary proceeding and Principal/Director of the institute shall be at liberty to deal the matter to prevent or prohibit such conduct of the student with any further reference.
30. To recover any damage to the Dept / **institute's**property / websites / lab items etc. by the student or damage or non-return of lab items /library book etc. payment have to be made separately, as estimated by the institute. NOC from the dept, accounts, administrations, Library, etc. are mandatory to collect Grade Chart & Certificates.
31. Finally, it is clearly understood by me that after any complaint is lodged about any conduct dealings and behavior to the competent authority of the institution, regarding ragging any student or any misconduct and, if on enquiry the management or any other competent authority of the said institution finds me of being guilty of such a misconduct, I shall be expelled from the institution and I shall accept the decision of the competent authority as final.
32. As per COVID-19 protocol, I shall abide by the use of face covers/masks properly at all times. Frequent hand washing with soap, use of alcohol-based hand sanitizers. Respiratory etiquettes to be strictly followed covering mouth and nose while coughing/sneezing with a tissue/handkerchief/flexed elbow and disposing off used tissues properly. Self-monitoring of health by all and reporting any illness at the earliest. Spitting shall be strictly prohibited. Installation & use of Aarogya Setu App shall be advised to all.
33. I declare that I will follow the examination guidelines of the MAKAUT. In case, I have been captured by the CCTV Cameras, resorting to any unfair in the Examination hall or anywhere in the college campus, I am liable to be treated as per guidelines, College Authority will not be responsible in any way.
34. I have gone through all of the above stipulations / conditions / undertakings and understood the meaning and purport of the same. And after fully aware of the aforesaid I hereby tender my candidature.

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Full signature of the student

Date:        /        / 2023

STUDENT ID        :

STUDENT NAME:

COLLEGE NAME:

STREAM:

YEAR:

.....  
Full signature of the guardian

Date:        /        / 2023

GUARDIAN NAME:

Mobile no.:

Email id:

