

**NETAJI SUBHASH ENGINEERING COLLEGE  
TECHNOCITY, GARIA, KOLKATA-700152**

Ref. No: NSEC/Registration/71/2022-23

Date: 21.9.2022

**URGENT NOTICE**

**Document Verification for Registration of 1st Year BSC/BCA/BBA/MTECH in A.Y.2022-23 as per MAKAUT Directives ( Refer to document No. . 8.9/REGIS/NOTICE\_RGN/22-01 dt. 9.9.2022) and subsequent payment of University Development and Registration fees**

The verification and certification will be held at the **Lab 1 & 2 of COMPUTER APPLICATION DEPARTMENT** as per the following schedule:-

STREAM	DATE	TIME OF ONLINE SUBMISSION	STREAM	TIME OF ONLINE SUBMISSION
BBA	26.9.2022	11.00 a.m.- 1.00 p.m.	BSC(CS)/BSC(DS)	2.00 p.m.- 4.00 p.m.
BCA (Roll nos. 1-20)	27.9.2022	11.00 a.m.- 1.00 p.m.	BCA (Roll nos. 21-40)	2.00 p.m.- 4.00 p.m.
BCA (Roll nos. 41-60)	28.9.2022	11.00 a.m.- 1.00 p.m.	BCA (Roll nos. 61-80)	2.00 p.m.- 4.00 p.m.
BCA (Roll nos. 81-100)	29.9.2022	11.00 a.m.- 1.00 p.m.	BCA (Roll nos. 101-120)	2.00 p.m.-4.00 p.m.
MTECH	30.9.2022	11.00 a.m.-1.00 p.m.	Remaining students	2.00 p.m.- 4.00 p.m.

- All students of above noted programmes for A.Y.2022-23 are hereby informed to produce the documents in original along with a photocopied set as mentioned below for certification from college and subsequent Registration process.
  - Student DOB
  - Student Allotment/ Rank Card
  - Anti-ragging ( For Anti ragging declaration the students need to visit the website [www.antiragging.in](http://www.antiragging.in) of UGC and submit a form declaring the same and after successful submission an acknowledgement id will be provided and after providing the same id in the anti-ragging website two forms will be downloaded. These forms need to be uploaded as declaration for anti-ragging)
  - Domicile Document (For students who belong from West Bengal)
  - Caste Certificate (when applicable)
  - Last Qualifying exam Final Semester/Year Mark sheet
  - Aadhaar card
  - Student photo
  - Student signature
- After successful entry of student's data, a Ref No. will be generated against each student and simultaneously registration application form link will be sent to the students at registered email
- Students can access the registration application form from their respective mail. A form will be provided where the students need to upload their all credentials in accordance with available document.
- Students need to upload the soft copies which are to be verified by the college/department on photocopy with their official seal/stamp. These documents are to be uploaded after due certification by the college authority
- After successful submission a form with all the filled-up credentials will be downloaded, which have to be duly signed by the students and their guardian.
- All the verified documents along with the downloaded signed form need to be kept for further process

**Amount of MAKAUT Registration & Development Fees for (BSC/BBA/BCA)**

Registration Fees = Rs.500/- + Dev. Fee for BTech (lateral) + Rs.1650/- (@ Rs.550/-per year)

Total payment= **Rs. 2150/-**

**Amount of MAKAUT Registration & Development Fees for MTECH**

Registration Fees = Rs.500/- + Dev. Fee for MTech + Rs.1100/- (@ Rs.550/-per year)

Total payment= **Rs. 1600/-**

Students are advised to bring this amount in cash.

  
PRINCIPAL

cc:

- Director
- Registrar
- Dean (Academic)
- All HoD's / In-Charges/Admin/Notice Boards/Library/Website- with request to circulate/announce it to the students of respective Departments for compliance.
- Prof. I. Ghosh- Is requested to coordinate the entire process