Date: 10/12/2016

ADMISSION POLICY

Policy Statement

Admission policy at AJ Institute of Engineering & Technology is governed by the principles of uniformity, transparency and justice, and the rules of affiliated University - VTU, under AICTE. The college admits students without differentiating them based on gender, caste, region or religion.

Scope

Admission policy is applicable to any students applying to AJIET to seek admission for an undergraduate programme offered at A J Institute of Engineering & Technology

Admission Notification

Forty percent of admissions are conducted through a centralized process managed by the Karnataka Examination Authority (KEA).

Seat Distribution

First - year engineering seats are allocated as follows:

- 40% through centralized admission managed by KEA (Karnataka Examination Authority).
- 30% through a management quota, available to CET (Common Entrance Test) applicants.
- The remaining 30% of seats are designated for the AMPCK (Association of Minority Professional Colleges in Karnataka), in accordance with guidelines from the DTE (Directorate of Technical Education), Karnataka, due to the institution's classification under the Tulu linguistic minority.

Principal
A.J. Institute of Engineering & Technology
Mangaluru - 575 006

Direct Second Year Engineering

All seats at AJIET are allocated through the KEA system, overseen by DTE Karnataka. Reservations for different categories of Karnataka state residents are implemented via KEA's online allocation system.

- Lateral entry seats make up 10% of the sanctioned intake and are additional to the approved intake.
- Vacant seats are those within the sanctioned intake that were not filled in the previous year.

Seat Allotment

The DTE prepares the merit list for all categories based on received applications and the scores candidates achieve in their qualifying examinations. Seat allotment relies on the state and category merit numbers generated by the DTE, alongside the preferences indicated by the candidates.

For admission to the Direct Second Year of Engineering in all programs through KEA, the DTE compiles a merit list for each category based on candidates' diploma examination scores and submitted applications. Seats are allocated according to the state and category merit numbers generated by the DTE, as well as the candidates' stated preferences.

The Fee Regulating Authority, through the admission section, will determine and publish the final approved fees for each course for a given academic year.

Cancellation of admission

Before applying for cancellation, the candidate must complete admission by paying the required tuition fees and submitting original certificates.

Failure to submit any required original documents within the stipulated timeframe will result in automatic cancellation of the admission.

Cancellation requests must be made online, and the candidate must submit a signed copy of the system-generated cancellation application to the institution.

Once an online cancellation request is submitted, the candidate's admission status will be changed to cancelled. Candidates admitted under the institute-level quota can initiate cancellation by submitting a specified application format to the institute's Principal.

Principal
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Uploading of list of admitted candidates on KEA Website

The candidate must proceed to the assigned institution and finalize their admission within the designated timeframe. The institution will authenticate the required documents and input the candidates' admission information into the online system via their institutional login. Following this, the institution will generate a confirmation receipt for the candidate.

The Principal of the institution is responsible for updating the roster of all admitted KEA candidates and filling KEA vacancy slots on the KEA website in accordance with the admission timetable using their institution's login credentials.

Verification of Qualifications

An applicant applying for admission to the College must provide proof of relevant prior educational achievements.

Required documents for admission:

- Original of 10th standard marks card and 3 attested photocopies for proof of date of birth.
- Original of 12th standard/equivalent marks card and 3 attested photocopies.
- Transfer certificate from the last attended institution - Original and 3 attested photocopies.
- Migration Certificate from the University/Board (applicable to students from boards other than Karnataka PU Board, CBSE, and ICSE) - Original and 2 photocopies.
- Conduct certificate from the last attended institution.
- Medical certificate indicating blood group.
- Ten passport-size photographs with a red background.
- Caste cum Income Certificate (for CET and Karnataka Management students).
- Study certificate for CET students.
- CET/equivalent rank card.

The management of A J Institute of Engineering & Technology reserves the right to amend the policy issued as and when it is required.

for **A.J. Institute of Engineering & Technology**

For LAXMI MEMORIAL EDUCATION TRUST (R.)
A.J. INSTITUTE OF ENGINEERING OF TECHNOLOGY

President
President

Date: 10/12/2016

Principal
A.J. Institute of Engineering & Technology
Mangaluru - 575 006