



# UNIVERSITY OF ENGINEERING & MANAGEMENT

Established by Act of State Govt. & u/s 22 of UGC Act, Ministry of HRD, Govt. of India  
(Promoted by Institute of Engineering & Management Trust)



Admission office : GN-34/2, 'ASHRAM', Salt Lake Electronics Complex, Sector-V, Kolkata - 700091. Ph: (033) 2357 2059/2995

In case of any complain please e-mail us at : [vc@uem.edu.in](mailto:vc@uem.edu.in)

## ADMISSION FORM

For the session 20\_\_

Course applied for\*: **B.Tech / BBA / BCA / BPT / BOT/ BHM / B.Des /M.Tech / MBA / MCA / MPT/MOT/ Ph.D** \_\_\_\_\_

Stream (for B.Tech & M.Tech) \_\_\_\_\_

1. Name : Mr./Miss/Ms. : \_\_\_\_\_ *\*Please tick your choice*

2. Date of Birth : \_\_\_\_\_ Mobile : \_\_\_\_\_

3. Address : a) Present : \_\_\_\_\_

b) Permanent : \_\_\_\_\_

c) Contact Tel. No. : Residence : \_\_\_\_\_ Mobile : \_\_\_\_\_

d) E-mail : \_\_\_\_\_

Affix a passport size colour photograph & provide one more copy for identity card

4. Father's / Mother's Name : \_\_\_\_\_ Mobile : \_\_\_\_\_

5. Guardian's Name : \_\_\_\_\_ Relation : \_\_\_\_\_

Full Office Address of Father / Guardian : (Please give full details so that we can contact immediately in case of emergency)

\_\_\_\_\_

Designation : \_\_\_\_\_ Monthly income : \_\_\_\_\_

Phone No.:(O) \_\_\_\_\_ Resi : \_\_\_\_\_ Mobile : \_\_\_\_\_

E-mail : \_\_\_\_\_

6. Academic Qualifications [Starting from Madhyamik (10th standard)]. Xerox copies of all Marksheets must be attached.

CERTIFICATE/ DEGREE/DIPLOMA	NAME OF SCHOOL/COLLEGE	YEAR	NAME OF BOARD/ UNIVERSITY	SUBJECTS	% OF MARKS IN AGGREGATE	DIVN./CLASS/ GRADE
10th Standard						
10+2 Standard						

7. Percentage of marks obtained in English language at a) Madhyamik level : \_\_\_\_\_ b) H.S.level : \_\_\_\_\_

8. Extra-Curricular Activities and Hobbies : \_\_\_\_\_

9. Admission Tests : GMAT / CAT / MAT / XAT / JEMAT / WBJEE / JEE Main / IEMJEE Regn. No. : \_\_\_\_\_

Score : \_\_\_\_\_ Rank : \_\_\_\_\_ Others (Specify) : \_\_\_\_\_

## Voluntary Declaration and Undertaking

We, the undersigned signatories as student and guardian hereby agree to abide by all rules and regulations which are in force or will be framed from time to time by the University of Engineering & Management, authorities. We also understand that the University of Engineering & Management is private self-financed and hence timely payment of fees is of paramount importance. We agree and undertake to pay fees within seven days of commencement of the semester, failing which the student's name will be struck off from the Universities student register and consequently he/she will cease to be a student of the University from that date. He/she can pay readmission fee of Rs. 10,000.00 and regularise studentship.

Any damage caused to University of Engineering & Management, property will have to be replaced/purchased/compensated by the student immediately, failing which his/her name will be struck off from the roll of the University. Bunking of classes, creating noise, which may disturb smooth functioning of the University will be dealt with seriously and will result in disciplinary action against the student. During studentship of the University smoking, consuming or possessing alcohol or forbidden drug will result in suspension for one full semester. During class hours no student is allowed to loiter around or sit in canteen. Any graffiti on University wall is punishable.

We further undertake not to participate or organize any type of organizational activities without the written permission of the University of Engineering & Management authorities during the study period. Any type of indiscipline as mentioned above on the part of the student will result in his/her summary expulsion from the University and the decision of the authorities of the University will be final and binding on all concerned. If anybody individually or collectively indulge in indiscipline, the authorities may suspend classes sine-die. All both boys and girls are to come to the University of Engineering & Management in uniform.

We are aware that students are required to attend 100% classes. Up to 20% absence may be permitted by the University of Engineering & Management for medical reasons to be substantiated with documents. If the attendance is less than 80%, the student will not be allowed to sit for any exams and he/she will be asked to repeat the academic year. We have understood that failure to attend classes affects students in many ways such as;

(i) Difficulty in following subsequent lecturers. (ii) Proportionate deduction of internal marks. (iii) Poor attendance will result in refusal of placement assistance.

We also understand that University of Engineering & Management are secular in nature and no religious activities or religious dress of any kind will be permitted within the campus at any time.

We have fully understood that University of Engineering & Management provide placement training & guidance but do not assure employment to students. We are fully aware that employment is ultimately the responsibility of the individual student and depends on a variety of factors such as state of the economy, attitude of the student, smartness, technical/managerial knowledge, personal skills and overall academic performance.

We were informed by the University of Engineering & Management during admission that Soft Skill Development Programme (SSDP) and Higher Career Training Programme (HCTP) are optional but IEM Group's experience showed that students with Soft Skill Development Programme and Higher Career Training Programme perform better during placement competitive examinations & interviews. We want to take these training.\* (Once a student choose this option, it is for full course).

We request you to reserve one seat in AC luxury hostel accommodation for the total course period (optional). We agree to pay Rs. one lakh per semester as fees towards seat rent, breakfast, dinner & laundry fees. Fees once paid is non-refundable under any circumstances. (Once a student choose this option, it is for full course).

On any matters whatsoever pertaining to the University of Engineering & Management e.g., amount of fees, discipline, code of conduct, academic matters, timings etc., the decision of the academic head of the University will be final and binding on us.

We hereby undertake and agree to the admission being subject to jurisdiction of Barasat court i.e. under jurisdiction of 24 pgs (North), WB.

We have carefully studied the rules and regulations of admission as given in the prospectus and explained to us and we shall in accept the decision given by the academic head as final and binding.

We shall conduct ourselves as per the rules, regulations and norms of the University failing which the student is liable to be debarred from the University.

We have also read, understood and accepted the code of conduct and the notification displayed on the general Notice Board of the University and we shall take note of the communications put from time to time.

All informations and declaration made in the application form and documents submitted as per rules are correct and true to the best of our knowledge and belief. Admission will be treated as cancelled, if documents found later as wrong.

Admission to all courses are subject to registration by University. In case of refusal of registration of a student by the University concerned or in the event of withdrawal of affiliation, liability of the authorities will be limited to refund of fees only.

We have not paid any capitation fees for admission to Universities.

Admitted for the course ..... Branch .....

Signature of Guardian

Signature of Student

Phone (Landline) :

Mobile :

Mobile :

Date :

Date :

Signature of Admission Officer :

\* B.Tech tuition fee Rs. 40,000/- (approx.) plus Rs. 20,000/- (optional) per semester for SSDP and HCTP.

N.B.: All payments by DD in favour of 'University of Engineering & Management' payable at Kolkata / Jaipur.