



COCHIN UNIVERSITY OF SCIENCE AND TECHNOLOGY
UNIT FOR INTERNATIONAL RELATIONS AND ACADEMIC ADMISSIONS

B.TECH MARINE ENGINEERING
INSTRUCTIONS FOR COUNSELLING/ ADMISSION

1. Candidates in the B Tech Marine Rank List alone are eligible for attending the counselling. Such candidates should invariably attend the Centralized Counselling for admission as per the counseling schedule (Annexure I). Individual call letter will not be sent to the candidates.
2. **Counseling Venue: Seminar complex, in front of administrative Office, Cochin University of Science and Technology, S. Kalamasserry, Kochi-682022)**
3. Please read the Prospectus published in the website www.cusat.nic.in and make sure that the candidate fulfills the required eligibility criteria.
4. **Candidates should report between 9 am and 10 am on the date of counselling and register their names. No candidate will be allowed to the counselling hall after 10 am. Only those candidates who have registered their names will be considered for allotment.**
5. **Candidates belonging to states other than Kerala are not eligible for communal reservation.**
6. Candidates who cancel their admission in B Tech Marine Engineering to join other B Tech programmes of the University will be removed from all the waiting lists of B Tech Marine engineering. Similarly, Candidates admitted in other B Tech programmes/M Sc Photonics who cancel their admission to join B Tech marine Engineering programme will be removed from all waiting lists of such other B Tech programmes/M Sc Photonics.
7. **Compulsory Medical Fitness certificate:** Candidates opting B.Tech. Marine Engineering programme must produce a medical certificate from a Doctor approved by Director General of shipping, Mumbai. The list of Medical examiners approved by Director General of shipping, Mumbai is available from the link: http://www.dgshipping.gov.in/WriteReadData/userfiles/file/regular_list_09052017_1.pdf
8. **Seat allotment will be made on the same day of counselling and the candidates who are allotted seats must remit the fee at the following rates (for first year) on the same day, failing which their candidature will stand forfeited:**

State Merit (GEN/SEBC/OEC)	Rs. 2,28,570/-
All India Merit (GEN/SEBC/OEC)	Rs. 3,05,830/-
NRI (all candidates including KST/ KSC)	Rs. 3,05,830/- + US \$5,000 (or equivalent INR)
KSC/KST	Rs. 12,680/-

9. **FEE PAYMENT OPTIONS:** Fee can be paid by online mode such as Debit Card, Credit Card, RTGS, NEFT, Net banking, etc. Internet facility will be provided at the counselling venue.
10. **Claims/Requests for benefits under any reservations (Communal Reservation/ Special Reservation etc.) other than what is indicated by the candidate in the original online application, will not be considered for counseling/admission under any circumstances.**

11. Available number of seats in each category is shown below

RESERVATION CATEGORY	State Merit	All India Merit
Ezhava/Thiyya/Billava	5	3
Muslim	4	2
Other Backward Hindu	2	0
Latin Catholic/Anglo Indian	1	1
Other Backward Christian	0	0
Kudumbi	0	0
Dheevera	0	1
Viswakarma	0	1
Pot making communities	1	0
Kerala Scheduled Caste	5	1
Kerala Scheduled Tribe	1	1
NRI	0	8
General	21	22
TOTAL	40	40
SUPER NUMERARY		
Sports Quota		1
GRAND TOTAL	40	42

12. **Candidate should produce** the following certificates/documents in original at the time of counseling/admission.

- CAT – 2017 Admit Card/Online application Registration Confirmation Page.
- Migration Certificate (for students from outside Kerala state)
- S.S.L.C/10th Mark list & pass certificate (CBSE, ICSE etc.).
- Plus 2 Mark lists / and pass certificate (CBSE, ICSE etc.).
- Certificate to prove Keralite Status.
- Certificate to prove medical fitness from a physician approved by Director General (Shipping), India (see para 7 above)
- Transfer Certificate/Conduct Certificate from the Institution last attended (in English version)
- Four passport size Photographs of the candidate
- Community/Non-Creamy Layer certificate in the case of ‘SEBC’ candidates.
- Community certificate issued by the Tahasildar in the case of Kerala Scheduled Caste (KSC)/ Kerala Scheduled Tribe (KST)candidates.
- Candidates seeking admission under physically challenged (PHC) category should invariably produce a valid Physically Handicapped certificate issued by the District Medical Board of the State to which the candidate belongs.
- If any of the above certificates are not in English/Malayalam, Candidates should invariably produce a translated version of the same in English endorsed by a Notary Public.

- Two sets of self-attested copies of all the original certificates/documents mentioned above.
13. Candidates claiming the Keralite status should invariably produce any one of the following certificates.
- The certificate of Birth / Residence of the candidate or his/her father or mother from the Village Officer / Tahsildar or from a competent authority of local body, OR
 - The 'Certificate showing school studies in Kerala from Standards VIII to XII' from the Head of School where the candidate completed his / her study in Standard XII, OR
 - True copy of the relevant page of the SSLC of the candidate's father / mother showing the place of birth in Kerala with corroborative evidence showing the relationship between the candidate and the parent, OR
 - True copy of the relevant page of the passport of the candidate or either of parents issued by the Government of India showing place of birth in Kerala with corroborative evidence showing the relationship between the parent and candidate, OR
 - True copy of birth certificate of candidate or his / her, father / mother showing the place of birth in Kerala with corroborative evidence showing the relationship between the candidate and father / mother of whose birth certificate is being produced For claiming Keralite-AIS (All India Service), certificate from competent authority should be attached.
14. The University reserves the right to add, delete or amend any of the stipulations regarding eligibility, intake, specialization, type of programmes, rules, regulations, fee structure etc. at any time and these will be applicable to the candidates seeking admission.
15. All Certificates/Documents submitted by admitted candidates will be kept under the custody of the university till the completion of Qualification Certificate verification and will not be returned to the candidate except in the case of cancellation of admission.
16. **CANCELLATION OF ADMISSION AND REFUND OF FEES:** Refund of fees if any will be governed by the following rules and regulations prescribed by the University. When a student Cancels his admission with intimation to University in writing before the commencement of classes, the entire fee remitted after deducting a processing fee of Rs.1000/- will be refunded to him. When a student Cancels admission after the commencement of classes only the **tuition fee** component will be refunded to him irrespective of the fact whether he attends or does not attend the classes. There will not be any refund of fees if the student cancels his admission after the closing date of admission for the current year for the academic programme concerned. The aforesaid rules are subject to amendments from time to time.

ENQUIRIES: 0484-2577159, 2577100

Annexure I

SCHEDULE OF COUNSELLING / ADMISSION PROCEDURE
B TECH (MARINE ENGINEERING)

Counseling Venue: Seminar complex, in front of administrative Office, Cochin University of Science and Technology, S. Kalamasserry, Kochi-682022)

15/06/2017	First Realtime Allotment - Candidates with Marine Rank 1 to 1000 - Reporting time : 9.00 am to 10.00 am
21/06/2017	Second Realtime Allotment - Candidates with Marine Rank 1001 to 2000 - Reporting time : 9.00 am to 10.00 am

Remaining candidates will be called for counselling depending on vacant seats after the second realtime counselling