File No.: GECJPR/Proctor/2024-25/ 26   :   **Date:** 23-11-2024

Urgent Notice

All first-year and LEEP entry students are informed that their enrolment process for RTU Kota has now begun. You are required to submit the completed enrolment form (pro forma attached), along with your original academic records/other specified documents, as well as the necessary enrolment fee, to the Proctor Office by November 27, 2024. Please note that if any student fails to provide the required documents due to unavailability or if the documents are not submitted within the designated timeframe resulting in the cancellation of admission at the university level due to this deficiency, the college shall not bear any responsibility. You must prioritise this task and ensure its completion within the given deadline.

The requisite enrollment fee and following documents are required to be submitted in original along with the enrolment form:

1. Secondary Marksheet
2. Secondary Marksheet
3. Diploma Marksheets (all semesters)
4. Board Migration Certificate
5. Transfer Certificate (The students who have passed senior secondary exam from states other than Rajasthan and do not have migration certificate must have the certificate certified by the District Education Officer)
6. Character Certificate
7. Domicile Certificate
8. Caste Certificate
9. Self-attested copy of Adhar Card

S. No.	Board/University Particulars	Enrollment Fee (Rs.)
1.	Qualifying examination passed from BSER Ajmer/BTER Jodhpur/other Boards & universities situated in Rajasthan State	350.00
2.	Qualifying examination passed from Central Boards/University	500.00
3.	Qualifying examination passed from other than s. no. (1) and (2)	700.00
4.	Qualifying examination passed from abroad/foreign Boards & Universities	6,000.00

Coordinator Proctor Section

Copy to:
1. PA to Principal
2. College Website
3. College Notice Board
4. Office File