Students Admission - Batch 2020-21
DATE OF ADMISSION

The candidate should report to the Dean of the college with original documents on or before the due Date mentioned in the Provisional Allotment Order issued after the completion of respective phase of counseling through TNEA admission 2020.

NOTE:

i. Admission shall not be made without the original documents.

ii. The allotment has been given based on the information furnished by the candidate in the online application. On verification of the original documents, if the candidate is found not satisfying the eligibility rules (or) if there is a difference between the candidates basic data and the originals produced (or) if original certificates are not produced, the Dean of our college is empowered to deny admission to the candidate and the allotment will stand cancelled.

iii. The candidate is advised to have sufficient number (at least four sets) of attested copies of all the certificates, as the originals will be retained in the college for some time for verification.

iv. Under any circumstances the college or branch allotted cannot be changed.

v. The candidate should submit the refund request ONLY through TNEA 2020 Refund Processing System available online in TNEA website.

vi. First Graduate / Post matric Scholarship is subject to verification of relevant documents by the competent authority

FEES FOR EACH CATEGORY

University College of Engineering, Villupram		
(A Constituent College of Anna University, Chennai)		
Fee Structure		
SI. No	Particulars	B.E / B.Tech (Full Time) (in Rs.)	
		General	**SC/ST & FG**
One Time Fees (Payable at the time of admission)			
1	Admission fee	550	550
2	Academic Course Fee	300	300
3	Provisional Certificate and Degree Certificate	600	600
4	Personality and Character Development	200	200
5	Placement and Training Charges	1,000	1,000
6	N.S.S Fee	10	10
7	Sports Affiliation Fee	200	200
8	YRC Special Camping /Activities	200	200
9	Valar Tamil Mandram Development Fund	50	50
10	Smart Card Fee	500	500
11	Recognition, Registration and Enrollment Fee	1200	1,200
	TOTAL(A)	**Rs. 4,810**	**Rs. 4,810**
Caution Deposit (Refundable)			
1	Institutional Deposit	6,000	6,000
2	Library Deposit	3,000	3,000
	Total(B)	**Rs. 9,000**	**Rs. 9,000**
Semester Fee (Payable Every Semester)			
1	Tuition Fee	6,000	_ _ _
2	Development Fee	3,000	3,000
3	Library Fee	650	650
4	Computer Charges	1,000	1,000
5	Laboratory Contingency Charges	1,000	1,000
6	Educational Media Charges	500	500
7	Internet Society Fee	270	270
8	Sports and Games Fee	200	200
9	University cultural & Professional Society Fee	500	500
10	Student Accident & Medical Relief Fund	500	500
11	Registration and Enrolment Fee	800	800
12	Y.R.C /Army Flag Day Subscription	15	15
13	Industrial Visit	500	500
14	Sports Affiliation Fee	65	65
15	Institutional Charges	_ _ _	_ _ _
	Total (C)	15,000	9,000
	Total (A+B+C)	28,810	22,810

SC/SCA/ST & FG - First Graduate

MODE OF PAYMENT OF FEES

Students shall pay the fees through the AUKDC portal **https://www.aukdc.edu.in** only. Check the presence of 'https' in the URL and verify the SSL certificate in the URL. Anna University is not responsible for payments made in websites other than the once mentioned above.

Students must register in the above said URL of AUKDC before proceeding for online fee payment.

Registration steps:

1. Go to http://www.aukdc.edu.in and Click on 'Mobile *I* email Registration' it will redirect to register mobile registration.

2. Enter your Enrollment/ Admission/Roll/. No, enter the date of birth, enter the Captcha and click login.

3. Enter your 10-digit mobile number and click 'Send OTP'. The OTP will be sent to your mobile number.

4. Enter the OTP and click 'Verify OTP'. Your mobile number will be successfully registered. (Note: You can resend 'OTP' only 3 times. If you have any problem, contact KDC)

5. After registering mobile number, you will be automatically redirected to E-mail registration.

6. Enter your valid e-mail id and click 'Send OTP'.

7. Enter the OTP and click 'Verify OTP'. Your E-mail will be successfully registered

8. Complete the registration process by filling all mandatory details in the subsequent pages.

9. After the verification submit the registration details to move on to the payment procedure.

Online Fee Payment:

1. Go to http://www.aukdc.edu.in and Click on 'student portal' under student category.
2. Enter the Captcha and click on "I agree".
3. Enter your Enrollment/Admission/Roll/. No, enter the date of birth and click on "Proceed".
4. Your profile will be displayed then click on "pay fee".
5. Page showing the possible mode of payment will be displayed as details given below

    Major Internet Banking and Debit/Credit Cards are accepted. For a list of available internet banking /debit cards/credit cards available for payment please login to the AUKDC website with your credentials. Transaction charges for different modes of payment vary and should be noted before making any payment.

    a. SBI net bank.

    b. Indian net bank.

    c. IOB net bank

    d. Other bank net banking, other bank Credit & Debit cards payment through SBI MOPS
6. After successful payment, fees receipt will be generated with the conditions as given below

Fees Receipt:

(1) On successful payment of fees through https://www.aukdc.edu.in , a temporary fee receipt will be available immediately. A digitally signed fee receipt will be made available in the same login within 24-48 working hours.

(2) For pending transactions or transactions under processing, the status will be updated within 24- 48 hours if they are verified to be successful. For such successful transactions, a digitally signed fee receipt will be available within 24-48 working hours for the same account. 'DON'T MAKE ANY FURTHER PAYMENTS' if the status of the transaction is still pending or under processing.

DOCUMENTS TO BE PRODUCED IN ORIGINAL FOR VERFICATION

	University College of Engineering, Villupuram
	(A Constituent College of Anna University, Chennai)
	Details of Original Certificate *I* Documents to be submitted by the Candidate at the time of admission
SI.No	Particulars
1	Provisional l allotment order from TNEA *I* DOTE and Acknowledgment for receipt of initial l payment.
2	Transfer Certificate and conduct certificate obtained from the Institution last studied.
3	SSLC /it's equivalent mark sheet
4	HSC / it's equivalent mark sheet
5	Four copies of passport size & Stamp Size photograph
6	Permanent Community Certificate for ST *I* SCA *I* SC *I* MBC & DNC *I* BC *I* BCM candidates in Permanent card or electronic form/ digitally signed e-Certificate. *(Not applicable for* OC *Category)*
7	Nativity Certificate (for Tamil Nadu candidates who have not studied in Tamil Nadu for the last five years or any one of VIII, IX, X, XI & XII Std.) in electronic from *I* digitally signed e-certificate. *(Not applicable for TN State Candidate)*
8	First Graduate certificate and Joint declaration (if applicable) in electronic form *I* digitally signed e-Certificate
9	Disability Certificate (Physically Challenged person only)
10	Medical fitness certificate.
11	Income Certificate for AICTE TFW Scheme *I* Post Metric Scholarship (for ST/SCA/SC and SCA converted Christians) (if applicable) (Other than OC Candidates)
12	Other relevant Document (if any)

HOSTEL ADMISSION

Hostel	No of rooms available	No of students occupied a room
Girls	18	4
Boys	18	
Two Hostel blocks are available in total for both boys and girls to accommodate for a strength of 500 students.		

Hostel Fee Structure for the Academic Year 2020-21

Sl. No	Fees- Details	Time of Collection	Amount in Rs.
1	Admission Fee	At the time of Admission to Hostel (Non-refundable)	500
2	Appliances and Amenities Fund	At the time of Admission to Hostel (Non- refundable)	600
3	Room Rent*	Every Year	600
4	Electricity Charges*	Every Year	600
5	Water Charges*	Every Year	500
6	Caution Deposit	At the time of Admission to Hostel (Refundable)	5000
7	Establishment Charges	Every Year	15000
	Total		**22800**

Mess Fee:

Sl. no	Fees- Details	Time of Collection	Amount in Rs.
1	Mess Advance	Every Semester **(Dividing System)**	12000
	Total		**12000**

Hostel Admission Procedure:

1. Documents required during hostel admission are as follows
   a. Copy of admission order in University College of Engineering Villupuram.
   b. Filled in Hostel admission form with parent / Guardian signature (Copy available in College website - www.aucev.edu.in).
   c. Hostel Fee (Rent & Mess) paid receipt (Fee detail given below as Hostel Fee Structure.) (Copy of Hostel Fee and Mess Fee Challans are available in College web site – www.aucev.edu.in)
   d. Student passport size Photo - Two numbers.
   e. Copy of permanent address proof. (ex..Adhaar card)

2. On Verification of above documents submitted and further approval of Warden the Hostel block and room will be allocated with formal issue of allocation order.

3. Copy of the allocation order is to be submitted to the respective Hostel office.

4. Allotted room can be occupied with belonging on the day of admission.

5. Every student, before being admitted to the hostel, shall give an undertaking in writing, endorsed by the parents, that he/she be full boarders of the hostel.

The Hostels of University College of Engineering Villupuram is administered by the following officers;

The Warden   : **Dr. S. Arulchelvan, 04146-224500**

Executive Warden   : **Dr. S. Rajasekarran , 014146-242400**

Mess Details:

The Mess was running in dividing system basis. In the total expenditure for boarding and providing amenities to all hostel dwellers shall be met from the residential and other applicable charges collected from the hostel inmates. Hence hostel is running on, no loss and no gain basis.

The students can approach any of the above listed officers for help, guidance and grievance redressed. If have any representations to higher officers must be forwarded through proper channel.

Note:-

1. Hostel accommodation is limited and will be allotted to full-time bonafide students of UCEV satisfying the eligibility criteria for hostel admission.
2. The seats will be reserved for various programmes in proportion to the intake/ strength of the programme in the University.
3. The hostel admission will be done in concurrence with the counseling schedule for admission to various programmes of UCEV.
4. Admission to any programme of UCEV will not grant a right for admission in the hostel. The allocation of hostel seats will be done subject to availability of seats.
5. If the number of applicants is more than the number of available seats then seat allocation will be done in the order of merit.

Hostel Norms:

1. The Application for admission to the hostel shall be made available in the prescribed form before the commencement of every Academic year.

2. Admission to the hostel is not done by way of any right. The accommodation is provided to students to pursue their education in homely atmosphere and to facilitate the student to spend more time towards study.

3. Every student before he/shall is admitted into the hostel must give an undertaking in writing hat he/she will abide by the rules of the hostel and he/she will subject to any disciplinary action imposed on him/her by the authorities.

4. After admission, no student shall leave the hostel
      (a) Without the written application from his or her parents
                              and
      (b) Approval of Warden / Executive Warden

5. Residentship ceases at the end of each academic year and all the members must return their Hostel identity card, failing which their request for the hostel readmission in the next year will not be entertained. In addition, the cost of furniture and fitting in case of any damage or loss will also be recovered. The residents who are desirous of returning to the hostel shall make a formal application for readmission before the start of the next academic year.

6. Residents cannot confer any right to Resident ship in the hostel for the next year or for any subsequent period.

7. Students desirous of having hostel accommodation during the summer / winter vacation shall submit their applications to the hostel office well in advance. They will be allotted rooms in one of the hostel blocks specified for summer vacation. They shall pay Hostel stay Extension charges at the prescribed rates. Vacation mess facility will also be provided if sufficient number of residents opt for it.

8. The Warden/ Executive Warden has the right to refuse admission/readmission to anyone without assigning any reason.

9. Students staying in the hostel should be present inside the hostel campus before 6.30pm otherwise they should get proper permission from Deputy Warden (including Week end) for further stay in hostel.

10. Girls Hostel Students outing is permitted only on Sundays from 10 am to 12.00 noon.

11. Hostellers shall be permitted to stay/ present in their allotted room only.

12. During Class Hours no student is permitted to stay inside the hostel room without getting special permission from the Deputy Warden.

13. During Working days Proper Permission shall be obtained from Concerned department (Faculty / Class advisor) and Deputy Warden for availing leave and Mess fee reduction on medical reason only

14. Every Student should have possess their own belongings like plate, Bucket, Cup, etc...

15. Students are directed to have their food in the dining hall only, and in the scheduled Mess timings. The dining hall is opened during the scheduled mess timings only.

16. During study Hours the students are directed to stay inside their room for reading.

17. Students are directed not to engage any Day Scholar students to come inside the hostel Blocks and access the Hostel / Mess facilities.

18. Birthday celebration and cake cutting are strictly prohibited inside the hostel.

19. Food deliveries from outside like swiggy, zomato, etc... are not allowed inside the campus.

20. Property Damage on the Hostel / Mess belongings like Fans, Electrical and Electronics items, RO plant, intercom, plumbing items, Door, Glass etc. made by students will lead to the payment of fine for the damaged item. The cost will be collected / debited from caution deposit amount.

21. Students involved in any in disciplinary activities inside the hostel will be informed to their parents and subjected to disciplinary actions deemed fit as per the norms of the college.

22. The Institution will not be responsible for any Damage/missing of belonging of students.

23. The Hostel Students are advised to submit the photo copy of hostel and mess remittance Challan in the hostel office without fail.