

# JAYPEE UNIVERSITY OF ENGINEERING & TECHNOLOGY (JUET), GUNA, M.P.

(NAAC Accredited – Grade 'A' & Approved Under Section 2 (f) of UGC Act 1956)  
(Helpline Nos. : +91-9589135430, 431 & +91-7909709578, 579 Toll Free No.1800 3070 1556)

## APPLICATION PROCEDURE – 2018 FOR B.TECH. ADMISSIONS

**(For Admission Through Merit Based on Marks Obtained in 10+2 Examination)**

JUET, GUNA

Jaypee University of Engineering & Technology, Raghogarh, Guna (MP) has been established under Madhya Pradesh Private University Act. 2007 and is approved under Section 2 (f) of UGC Act, 1956. It has been awarded 'A' Grade by NAAC in 2016. For further details visit the website [www.juet.ac.in/admission2018.php](http://www.juet.ac.in/admission2018.php)

### APPLICATION FORM FOR 10+2 MERIT BASED ADMISSION

This application form is for admission to B.Tech. Branches at JUET Guna (MP) only. These admissions will take place independent of JEE based counseling/admission.

### THREE STEP PROCESS

- Step-1 Fill JUET Admission Form and submit it to JIIT Noida by 31<sup>st</sup> May 2018 along with self attested copy of Marks sheet of 10+2 Examination (if available), in the envelope provided. Applicants are advised not to wait for declaration of results.
- Step-2 Counseling from 4<sup>th</sup> to 8<sup>th</sup> June 2018, 'On Line' or 'In Person'.
- Step-3 Registration on 9<sup>th</sup> July 2018 and commencement of classes from 10<sup>th</sup> July 2018.

### GENERAL INSTRUCTIONS

Please carefully note the followings before filling the application form/applying online.

- (i) Pass in 10+2 Examination from recognized board with minimum 60% marks in Physics, Mathematics, Chemistry/Computer Science.
- (ii) Merit will be based on percentage of marks obtained in 10+2 examination in the subjects Physics, Mathematics, Chemistry/Computer Science.
- (iii) While filling the application form applicant must mention roll number and name of Board of Examination. Subjectwise percentage of marks may be provided (if available) at Sl. No. 8 of application form. **Applicants are advised not to wait for declaration of 10+2 result for submission of application form.**
- (iv) Merely filling an application form does not entitle the candidate for admission or call for counseling. The candidates fulfilling the requirements will be called for counseling.

### BRANCHES AND SEATS ON OFFER

The tentative number of seats for Academic Session 2018-19 for 10+2 Merit Based admission is given in the table below:-

BRANCHES	NO. OF SEATS*
Chemical Engineering (CHE)	15
Civil Engineering (CE)	45
Computer Science & Engineering (CSE)	150
Electronics & Communication Engineering (ECE)	30
Mechanical Engineering (MEC)	60
<b>Total</b>	<b>300</b>

\*Note: Same numbers of seats in all branches are also available through JEE Rank based admissions.

#### **1. How to Obtain and Fill the Application Form**

The students may fill the application form in any of the following ways:-

- (a) Obtain application form and brochure on cash payment of **Rs. 1200/-** or by sending a bank draft of **Rs. 1200/-** to JIIT Noida favouring **Jaypee Admissions Account, payable at Noida/Delhi** to the following address:-

**Admission Cell (UG Programs)**  
**Jaypee Institute of Information Technology**  
**A-10, Sector-62**  
**Noida - 201307 (U.P), India**  
**Tel: 0120-2400973-976**  
**E-mail: [admission@juet.ac.in](mailto:admission@juet.ac.in)**

- (b) Apply online and make payment using net banking /credit/debit card on website <https://getadmissions.com/jaypee>
- (c) Apply online on website <https://getadmissions.com/jaypee> and make payment through bank draft.

2. **Cost of Form**

By Post/Cash Purchase/Online – Rs. 1200/-.

**Note:** Candidates filling both JEE and 10+2 based admission forms need to pay for only one form filled first.

3. **Where to send:-** The completed Application Form – whether purchased or print out of the online application must be sent to the following address by 31<sup>st</sup> May 2018:-

Admission Cell (UG Programs)  
Jaypee Institute of Information Technology  
A-10, Sector-62  
Noida – 201307 (U.P), India  
Tel: 0120-2400973-976  
E-mail: [admission@juet.ac.in](mailto:admission@juet.ac.in)

4. **Procedures for Online applications:-**

- (A) **Using net banking/Credit/Debit Card:-** Do not forget to post hard copy of the application to Admission Cell (UG Programs) JIIT, A-10, Sector 62, Noida (UP), after filling the online application.

- Log on to [www.juet.ac.in/admission2018.php](http://www.juet.ac.in/admission2018.php) and click on – 10+2 Merit Based Admissions 2018 or directly log on to <https://getadmissions.com/jaypee> (authorized agency for online application).
- Thereafter, candidate will be prompted to fill up the application and make the payment through credit/debit card/net banking.
- Once the payment has been successfully made the candidate shall be allotted an Application ID number, which must be saved for future reference. The candidate shall also get an E-Mail of confirmation.
- There is an option of attaching/uploading the photograph, signature of candidate and parents on the online application itself.
- Do not send the application without ID number which would have been generated automatically on freezing the form while you fill the same on the internet.
- Thereafter send the print out to the Admission Cell, JIIT, A-10, Sector 62, Noida (UP). In case you are not able to upload the photograph, then you should take a printout and affix recent colored passport size photograph on the printout and then send it to the Admission Cell (UG Programs) JIIT, Noida.
- You should make a photocopy and retain it for your records.
- Write “ONLINE REGISTRATION-INTERNET BANKING” on the envelope before posting.

- (B) **Using Demand Draft:-** Do not forget to post hard copy of the application to Admission Cell (UG Programs) JIIT, Noida, after filling the online application.

Please follow the above procedure and for fee payment attach DD of **Rs. 1200/- Jaypee Admissions Account, payable at Noida/Delhi. Write the application ID No behind the DD also.**

5. **IMPORTANT TO NOTE BEFORE SUBMISSION OF APPLICATION FORM**

- \* Candidates who procure the brochure and application form after payment of Rs. 1200/-, are not required to make any further payment while submitting the application form(s).
- \* It is not mandatory to enter the marks of the subjects Physics, Mathematics, Chemistry/Computer Science in the application form before submission of Application.
- \* **Last date of application:-** Ensure that the completed Application Form reaches on or before **31<sup>st</sup> May 2018**.
- \* **Display of Application Status:-** Candidates shall generally be able to see the receipt details of their application forms and essential data on the website within 15 days of application or immediately after the last date of submission of application.
- \* Candidates are also advised to keep the original receipt of the Speed Post/Registered Post/Courier and the photocopy of the filled in Application Form. In any case all issues regarding non receipt of form must be resolved before declaration of merit.

## MERIT LIST, COUNSELING AND ALLOCATION OF SEATS

### 6. Eligibility for Merit - Candidates shall be considered for meriting process once they meet all the following criteria:-

- \* Who apply in the prescribed application form.
- \* The applications are received before the due date, complete in all respects.
- \* Who fulfill the eligibility criteria.

### 7. Drawing the Merit List:-

- \* The merit amongst applications received for admission to JUET Guna shall be drawn based only on percentage of marks obtained in 10+2 Examination in the subjects Physics, Mathematics, Chemistry/Computer Science.
- \* All candidates having same percentage of marks in 10+2 Examination Merit shall have same opportunity for selection of branch.
- \* The merit list for SC/ST candidates shall be made by applying the cut off 10% below the total marks obtained by the candidate short listed in the general category. The University complies with policy of the Government regarding reservation of SC/ST candidates.
- \* Wait listed candidates will be allotted seats on 10<sup>th</sup> June 2018.

### 8. Allocation of Seats

Seats in the study branches shall be allotted on the basis of preferences indicated in the application form, strictly in order of merit drawn based on percentage of marks obtained in 10+2 examination.

Tentative time schedule for meriting and counseling shall be as given below:-

(a)	Last date of submission of applications	-	31 May 2018 (Thursday)
(b)	Intimation for counseling	-	02 June 2018 (Saturday by 4 PM)
(c)	Counseling Schedule	-	04 to 08 June 2018 ' <b>On Line</b> ' & ' <b>In Person</b> '
(d)	Last date for deposition of Part Tuition Fee (Rs. 50,000/-) for Confirmation of Branch Allotment Online/In person.	-	08 June 2018 (Friday)
(e)	Registration	-	09 July 2018 (Monday)
(f)	Commencement of Classes	-	10 July 2018 (Tuesday)

**Note: - Exact dates should be verified from the website [www.juet.ac.in](http://www.juet.ac.in)**

### 9. Display of Merit

- \* The position obtained by the candidate in the Merit Lists given above shall be available on the JUET website for all candidates whose applications are found valid.
- \* It is the responsibility of the candidates to check the website for merit lists after 1<sup>st</sup> June 2018 to know about their counseling schedule, guidelines and instructions. Changes if any will be available on the website.
- \* Ignorance of counseling schedule shall not be accepted as an excuse to attend or claim for counseling at a later date, other than specified and scheduled.

### 10. Invitation for counseling

Invitation for counseling shall be sent /available through following ways:-

- \* Candidates shall be informed through E-mails & SMS. Thus, candidate must mention E-mail address and mobile numbers correctly while filling the application form.
- \* Candidates whose names appear on the merit lists displayed on the website, but who do not receive the written communication for counseling, should also appear for counseling on the date(s) notified on the website.

### 11. Counseling

- \* JUET, Guna shall hold counseling from 4<sup>th</sup> to 8<sup>th</sup> June 2018, Online/In Person. Candidates must monitor and view the website for details without fail.

- \* Merited candidates, who are called for counseling, must go through counseling/admission instructions mentioned in counseling letter carefully regarding filling up of choices of branches. Ignorance of laid down instructions shall be responsibility of the candidate.
- \* **Seat allocation will be made in order of merit and choice of branches filled by the applicant in the application form. In case any requirement for change of priority for branch, applicants are advised to write a mail on e-mail id-[counselling@juet.ac.in](mailto:counselling@juet.ac.in) latest by 31<sup>st</sup> May (4PM), mentioning 10+2 Roll number, Name of Applicant, Date of Birth and revised Choice of Branches.**
- \* Candidates shall be allowed to exercise choice for all branches of engineering at JUET Guna. Thus the candidate shall have the option of up gradation in branches as per the Merit and Priority exercised. The candidate shall have the option of freezing the admission, if so desired, any time before next updation is carried out as per the schedule to be announced with the counseling instructions.

**12. Allocation of Seats**

- \* Seats in various branches are allotted on the basis of preferences indicated at the time of counseling, strictly in order of merit.
- \* Candidates having same score of 10+2 Examination Merit will generally be given same choice preference.

**13. Criteria of year of qualifying Examination**

Candidates who passed 10+2 Examination between 2016 and 2018 are eligible for the admission.

**14. Criteria for Date of Birth**

Candidates whose date of birth falls on or after October 01<sup>st</sup>, 1997 (Date of Birth as recorded in the High School/Secondary Education Board/University Certificate only will be taken as authentic) are eligible to apply for admission.

**15. General Instructions on conditions of Eligibility**

- \* Candidates must produce certificates of proof of the above conditions at the time of registration.
- \* If a candidate is found ineligible even at a later date after admission to the University, his/her admission will stand cancelled. All admissions will be subject to verification of facts from the original certificates/documents of the candidates. The decision of the Admissions Committee of the University regarding the eligibility of any applicant shall be final.

**16. FEE STRUCTURE**

Please note that the fee for the students being admitted for Academic Session 2018-19 is as follows:-

Particulars	Amount (INR)#
Tuition Fee	Rs. 78500/- per sem
Development Fee	Rs. 14000/- per year
Hostel Charges* (including food, laundry, internet etc.)	Rs. 50000/- per sem
Caution Money (One time & Refundable)	Rs. 10000/-

\* **Optional.**  
# Tuition & Development Fee will remain same for total duration of study. Hostel charges may be revised by the management from time to time.

- 17. Candidates are required to ensure that the completed application (or printout of online form) along with demand draft (if not paid online) is received before the last date.
- 18. **Ragging is banned in the University. Any student indulging in ragging shall be liable for disciplinary action; including expulsion from the University.**
- 19. Medium of instructions at the university is English.
- 20. **Important:** - Please note that whole Jaypee Group has three other Universities at Noida, Waknaghat and at Anoopshahr. Inter university transfer of students is not permitted.
- 21. **Legal** - For all legal cases/disputes, jurisdiction will be Distt. Guna, Madhya Pradesh only.
- 22. In case of any query please call at **Helpline Nos. : +91-9589135430, 431 & +91-7909709578, 579. Toll Free No.1800 3070 1556.**

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**Important Instructions:-** Above instructions leaflet to be retained by the candidates; not to be sent along with application form. **Admission**