

SNJB's Late Sau. K. B. Jain College of Engineering, Chandwad

**DSE Admission Process at College**

- 1. Take Following Blank Forms from Department Coordinator,**
  - a) Green Color Form
  - b) Undertaking Form
  - c) University Eligibility Form
  - d) Library/I-Card Form
- 2. Read Instructions Carefully & Then Fill Every Form Correctly.**
- 3. Attach Documents to The Forms in Following Manner,**
  - a) Green Color Form + Undertaking Form – Original + 1 Xerox Set of All Documents
  - b) University Eligibility Form - 1 Xerox Set of All Documents
  - c) 2 Passport Size Photos with Green Color Form
- 4. Verify Filled Form & Document Sets from Either Following Staff,**
  - a) Mr. Yeola Sir
  - b) Mr. Sonawane Sir
- 5. Take Fees Remark from Mr. Jadhav Sir.**
- 6. Pay College Fees to Either Following Staff at Account,**
  - a) Mr. Landge Sir
  - b) Mr. Bafna Sir
  - c) Mr. Bora Sir
- 7. Submit Verified Form & All Documents for Final Admission Confirmation to Mr. Pansare Sir Along with Fees Receipt.**
- 8. Submit I-Card Form Along with 2 Passport Size Photos to Mr. Darade Sir.**
- 9. Collect Stationary & Give Uniform Measurement to Mr. Mokal Sir at Store.**

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**List of Documents Required**

1. 10<sup>th</sup> Marksheet
  2. 12<sup>th</sup> Marksheet (If Applicable)
  3. Final Year Diploma Marksheet (Both Semester)
  4. Diploma Leaving Certificate
  5. Caste Certificate
  6. Caste Validity
  7. Non-Creamy Layer  
(Not for SC/ST Candidates)
  8. Domicile Certificate
  9. Nationality Certificate
  10. ARC Letter of Round 1 & 4
  11. 4 Passport Size Recent Photo
- If Applicable for  
Sr. No. 5 to 7

**Note:**

- 2 Xerox Set of All Documents from Sr. No. 1 to 10 must require to submit in the college.
- Keep at least 3 Xerox Set with you for future use.