



16.07.2025

**INSTRUCTION TO THE CANDIDATES FOR ADMISSION TO UG DEGREE
PROGRAMME FOR THE ACADEMIC YEAR 2025-26**

- (1) **Greetings:** At the outset, hearty congratulations to all the candidates who are receiving provisional allotment orders through TNEA 2025 online counselling conducted by Directorate of Technical Education, Government of Tamil Nadu, for admission to B.E Degree Programme at University College of Engineering Kancheepuram for the academic year 2025-26!
- (2) **Online Payment of Fees:** The candidates provisionally allocated to the first year Under Graduate Degree Programme at the 1026-University College of Engineering Kancheepuram are hereby instructed to remit their applicable Admission-cum-Term Fee (online payment mode only) on or before the due date specified in your TNEA Provisional Allotment Order by following the detailed step by step procedure **Annexure - I** issued by Centre for e-Governance, Anna University, Chennai. For any clarification regarding the payment, please contact supporting centre either via e-mail egovernanceau@gmail.com or dial at 044-2235 7973/ 7974.
- (3) **Reporting to College:** Immediately after completion of payment of Admission-cum- Term Fee, the candidates must report to the college in person on or before the due date provided in your TNEA Provisional Allotment Order without fail along with the receipt of payment and all original certificates listed in **Annexure - II** (Including one set of photocopies) for the verification and photo capture.
- (4) **Confirmation of Admission:** The Dean office will issue the admission slip to the reported candidates after verifying all original certificates/ documents and

the receipt of payment of fees.

- (5) **Failure to Report:** In case, the candidate who does not report for admission to the college on the stipulated date will lose the allocated seat and cannot claim the seat afterwards.
- (6) **Fees Structure:** Admission and Semester fees structure for the college and hostel are enclosed in **Annexure III and IV** respectively for your references.
- (7) **Further Clarifications:** For any kind of further clarification regarding the admission, please feel free to contact our college admission helpdesk given hereunder:

- (i) **Mr.R.Arun**, Professional Assistant II
Mobile No. : 99521 15729
- (ii) **Mr. R. Selvakumar**, Professional Assistant II
Mobile No. : 99422 17527
- (iii) Office Landline No : 044-27277230
- (iv) Email ID : ucekdean@gmail.com
- (v) Website : <https://www.aucek.in/>



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DEAN *[Initials]*

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UNIVERSITY COLLEGE OF ENGINEERING
KANCHIPURAM - 631 552

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The admission portal shall be opened using the url <https://www.auegov.ac.in> or through the menu **e-Governance** in www.annauniv.edu. Candidates opting for admissions after receiving their allotment order shall proceed by selecting "Admissions" in the "Services" menu, available in the e-Governance portal home page. The candidates are requested to proceed as per the instructions provided here.

1 Candidate Registration

- Select **New Registration**.
- Enter Application Number, Select the Admission Year and the Mobile Number (registered during the counselling process).
- Select **Send OTP**. The OTP is valid for 60 seconds and you may use **Resend OTP** if not received within 60 seconds.
- On successful submission of the OTP, you will be asked to set the password to login the portal. The password must be of 8 to 15 characters with the combination of at least one character each from lowercase letters, uppercase letters, digits and special characters.

2 Mobile Number and e-Mail ID Registration within the login

The candidate may login the portal by providing the application number as the user ID, selecting the Admission Year, and using the password (set at Step 1d).

On successful login, the candidate has to register the Mobile number and the e-Mail ID.

The registered Mobile Number and e-Mail ID will be used for the complete course duration for all e-governance services.

Mobile Number Registration

- Select **Registration** → **Mobile Number** menu.
- Enter the Mobile Number to be registered.
- Select **Send OTP**. The OTP is valid for 60 seconds and you may use **Resend OTP** if not received within 60 seconds.
- Enter the received OTP and select **Verify OTP**.

E-Mail ID Registration

- Select **Registration** → **e-Mail** menu.
- Enter the e-Mail ID to be registered.
- Select **Send OTP**. The OTP is valid for 60 seconds and you may use **Resend OTP** if not received within 60 seconds.
- Enter the received OTP and select **Verify OTP**.

Now the candidate shall start the admission data entry. All the documents for upload should be in PDF only. The size of every single pdf document should be less than 500KB and have minimum 72dpi resolution. All documents must be clear and readable. Do not scan the documents using cam scanner or smartphones to avoid stretching and uneven clarity.

3 Admission Data Entry

- The candidate can view the preliminary information as per your allotment order on the top of the screen after successful login.
- The details to be entered are grouped in to FIVE tabs. The candidate has to enter all the details without any omission or mistakes in each tab and save them.
- On completion of the Data Entry, the candidate can see the preview of all the data before the confirmation.
- Any edit/update of the existing data will be allowed only before **confirmation**. After confirmation, **NO EDIT** is possible.

4 Documents Upload

- Download the **Anti-ragging form**, **Medical fitness form**, and **Joint declaration form** from the download menu, and prepare the signed, scanned copy for upload.
- Upload the scanned pdf copies of the certificates one by one carefully and preview them before confirmation.
- On completion of the uploads, please **confirm** the uploaded documents. After confirmation, **NO UPDATION** can be made.

5 Payment

The candidates must pay the applicable fee prior to the scheduled admission. Payment of the fee will be only in **ONLINE MODE** and proceed as follows.

- Select **Fee Payment** menu.
- Select **Pay Now** and proceed with the payment through the gateway.
- On successful completion of the payment, the receipt will be provided in your login. In case, if the amount is debited from the account and fee receipt is not generated, please wait for **30 minutes** for confirmation.

For any payment related queries, contact e-Governance support centre. egovernanceau@gmail.com / 044 2235 7973/7974

6 Certificate Verification & Admission

The date of admission will be announced by the respective campus Deans/websites. The candidates are requested to report the respective campuses for admission in person with all **Original Documents** (as per the admission notification) for verification and also for photo capturing. The respective Dean office will issue the admission slip after completion of the admission. The admission slip has the QR code, which may be scanned for verifying the admission information.

REFUND POLICY

The candidates are eligible for **FULL REFUND** in the case of claims **prior to the confirmation of the admissions**. If any **Admitted Candidate** would like to **CANCEL** the admission, due procedure for **DISCONTINUANCE** will be **STRICTLY** followed. In this case, the candidate is eligible for claiming only REFUNDABLE component in the fee and the amount will be transferred to the bank account by following due procedures of Anna University.



UNIVERSITY COLLEGE OF ENGINEERING KANCHEEPURAM

(A Constituent College of Anna University, Approved by AICTE)

Chennai – Bangalore Highway, Ponnerikkarai

Karaipettai Village & Post, Kancheepuram – 631 552

REQUIRED DOCUMENTS

Sl. No	List of Documents	Original required	Photo copies required
1	ALLOTMENT ORDER ISSUED BY TNEA	3Copies	Nil
2.	TRANSFER CERTIFICATE	Required	1 Set
3.	SSLC MARK SHEET (original shall be returned to the student immediately)	Required	1 Set
4.	HSC (+1 MARKSHEET) (original shall be returned to the student immediately)	Required	1 Set
5.	HSC (+2 MARKSHEET) (original shall be returned to the student immediately)	Required	1 Set
6.	COMMUNITY CERTIFICATE	Required	1 Set
7.	INCOME CERTIFICATE	Required	1 Set
8.	JOINT DECLARATION AND ANTI- RAGGING FORM (signed by student and parent/guardian) available at www.auegov.ac.in	Required	Nil
9.	MEDICAL FITNESS CERTIFICATE	Required	Nil
10.	AADHAR CARD (original shall be returned to the student immediately)	Required	1 Set
11.	RECENT PASSPORT SIZE PHOTO	4 Nos.	Nil
12.	FEE RECEIPT–generated from www.auegov.ac.in	Required	Nil
13.	STUDENT DATA FORM (downloaded from www.auegov.ac.in)	Required	Nil
14.	FIRST GRADUATE CERTIFICATE (IFAPPLICABLE) and JOINT DECLARATION FORM SIGNED BY STUDENT AND PARENT Sample First Graduate certificate & Joint declaration form download	Required	1 Set
15.	BONAFIDE CERTIFICATE- FOR STUDENTS STUDIED IN GOVT. SCHOOL FROM VI TO XII	Required	1 Set
16.	NATIVITY CERTIFICATE (IFAPPLICABLE)	Required	1 Set



UNIVERSITY COLLEGE OF ENGINEERING KANCHEEPURAM
(A Constituent College of Anna University, Approved by AICTE)

Prof. M.KOTHANDAPANI
DEAN

OC/BC/MBC/BCM Full Fee Structure for Non First Graduate Student

Sl. No	DETAILS OF FEES	I Year		II YEAR		III YEAR		IV YEAR	
		I Sem	II Sem	III Sem	IV Sem	V Sem	VI Sem	VII Sem	VIII Sem
1	Fee payable at time of admission	7800	-	-	-	-	-	-	-
2	Refundable Deposit	7000	-	-	-	-	-	-	-
3	Tuition Fees	6000	6000	6000	6000	6000	6000	6000	6000
4	Development Fee	3000	3000	3000	3000	3000	3000	3000	3000
5	Library Fee	650	650	650	650	650	650	650	650
6	Computer Charges	1000	1000	1000	1000	1000	1000	1000	1000
7	Lab Contingency Fund	1000	1000	1000	1000	1000	1000	1000	1000
8	Educational Media Service Charges	500	500	500	500	500	500	500	500
9	Internet Society Fee	270	270	270	270	270	270	270	270
10	Sports & Games Fee	200	200	200	200	200	200	200	200
11	University Cultural and Professional Society Fee	500	500	500	500	500	500	500	500
12	Students' Accident & Medical Relief Fund	500	500	500	500	500	500	500	500
13	Registration and Enrolment charges	800	800	800	800	800	800	800	800
14	YRC(Army Flag Day)	15	15	15	15	15	15	15	15
15	Industrial Visit	500	500	500	500	500	500	500	500
16	Sports Affiliation Fee	65	65	65	65	65	65	65	65
17	Institutional Charges	0	0	0	0	0	0	0	0
18	Entrepreneurship development	200	200	200	200	200	200	200	200
TOTAL AMOUNT		30000	15200	15200	15200	15200	15200	15200	15200



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KANCHEEPURAM - 631 552.

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Phone No.:044-27277250

Email: ucekdean@gmail.com

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Prof. M.KOTHANDAPANI
DEAN

OC/BC/MBC/BCM Full Fee Structure for First Graduate Student

Sl. No	DETAILS OF FEES	I Year		II YEAR		III YEAR		IV YEAR	
		I Sem	II Sem	III Sem	IV Sem	V Sem	VI Sem	VII Sem	VIII Sem
1	Fee payable at time of admission	7800	-	-	-	-	-	-	-
2	Refundable Deposit	7000	-	-	-	-	-	-	-
3	Tuition Fees	-	-	-	-	-	-	-	-
4	Development Fee	3000	3000	3000	3000	3000	3000	3000	3000
5	Library Fee	650	650	650	650	650	650	650	650
6	Computer Charges	1000	1000	1000	1000	1000	1000	1000	1000
7	Lab Contingency Fund	1000	1000	1000	1000	1000	1000	1000	1000
8	Educational Media Service Charges	500	500	500	500	500	500	500	500
9	Internet Society Fee	270	270	270	270	270	270	270	270
10	Sports & Games Fee	200	200	200	200	200	200	200	200
11	University Cultural and Professional Society Fee	500	500	500	500	500	500	500	500
12	Students' Accident & Medical Relief Fund	500	500	500	500	500	500	500	500
13	Registration and Enrolment charges	800	800	800	800	800	800	800	800
14	YRC(Army Flag Day)	15	15	15	15	15	15	15	15
15	Industrial Visit	500	500	500	500	500	500	500	500
16	Sports Affiliation Fee	65	65	65	65	65	65	65	65
17	Institutional Charges	0	0	0	0	0	0	0	0
18	Entrepreneurship development	200	200	200	200	200	200	200	200
TOTAL AMOUNT		24000	9200	9200	9200	9200	9200	9200	9200



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Phone No.:044-27277250

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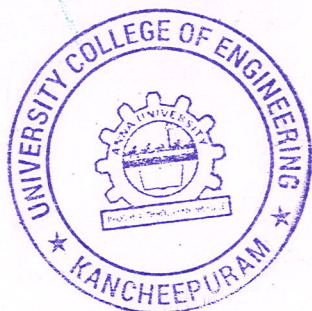
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Prof. M.KOTHANDAPANI
DEAN

Full Fee Structure for SC/SCA/ST Category Students

Sl. No	DETAILS OF FEES	I Year		II YEAR		III YEAR		IV YEAR	
		I Sem	II Sem	III Sem	IV Sem	V Sem	VI Sem	VII Sem	VIII Sem
1	Fee payable at time of admission	7800	-	-	-	-	-	-	-
2	Caution Deposit	7000	-	-	-	-	-	-	-
3	Tuition Fees*	6000	6000	6000	6000	6000	6000	6000	6000
4	Development Fee	3000	3000	3000	3000	3000	3000	3000	3000
5	Library Fee	650	650	650	650	650	650	650	650
6	Computer Charges	1000	1000	1000	1000	1000	1000	1000	1000
7	Lab Contingency Fund	1000	1000	1000	1000	1000	1000	1000	1000
8	Educational Media Service Charges	500	500	500	500	500	500	500	500
9	Internet Society Fee	270	270	270	270	270	270	270	270
10	Sports & Games Fee	200	200	200	200	200	200	200	200
11	University Cultural and Professional Society Fee	500	500	500	500	500	500	500	500
12	Students' Accident & Medical Relief Fund	500	500	500	500	500	500	500	500
13	Registration and Enrolment charges	800	800	800	800	800	800	800	800
14	YRC(Army Flag Day)	15	15	15	15	15	15	15	15
15	Industrial Visit	500	500	500	500	500	500	500	500
16	Sports Affiliation Fee	65	65	65	65	65	65	65	65
17	Institutional Charges	0	0	0	0	0	0	0	0
18	Entrepreneurship development	200	200	200	200	200	200	200	200
TOTAL AMOUNT		30000	15200	15200	15200	15200	15200	15200	15200

*Note: The tuition fee of Rs.6000/- per semester will be waived. However, an annual tuition fees of Rs.12, 000/- shall have to be refunded to the University by the individual concerned immediately upon receiving the scholarship amount from the Government of Tuition Fee Concession Scheme.



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KANCHEEPURAM - 631 552.

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Chennai – Bangalore Highways, Ponnerikarai, Kanchipuram – 631 552.

Prof. M.KOTHANDAPANI
DEAN i/c / WARDEN
Phone No: 044-27277220/230
Email: ucekdean@gmail.com
Date: 14.07.2025
Academic Year-2025-26
HOSTEL FEES STRUCTURE

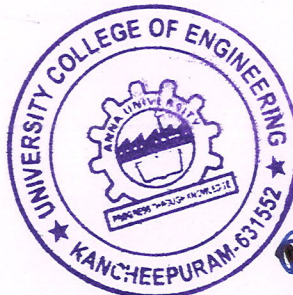
Sl. No	Details	I SEM (Rs.)	II SEM (Rs.)	III SEM (Rs.)	IV SEM (Rs.)	V SEM (Rs.)	VI SEM (Rs.)	VII SEM (Rs.)	VIII SEM (Rs.)
1	Admission fees (At the time of Admission – non – refundable)	500	-	-	-	-	-	-	-
2	Appliances and Amenities Fund (At the time of Admission – non – refundable)	600	-	-	-	-	-	-	-
3	Room Rent (Every year)	600	-	600	-	600	-	600	-
4	Electricity Charges (Every year)	600	-	600	-	600	-	600	-
5	Water Charges (Every year)	500	-	500	-	500	-	500	-
6	Cautions Deposit (At the time of Admission to Hostel - Refundable)	5,000	-	-	-	-	-	-	-
7	Establishment Charge (Every Semester)	7500	7500	7500	7500	7500	7500	7500	7500
8	Mess Advance (Every Semester - Approximate)	*15000	*15000	*15000	*15000	*15000	*15000	*15000	*15000
TOTAL		30,300	22,500	24,200	22,500	24,200	22,500	24,200	22,500

* Note: Mess advance revised as per the approval of the Vice – Chancellor, Anna University, Chennai – 600 028.

P. Kovsaly 14/7/25
DEPUTY WARDEN
 (Girls Hostel)

AP 14/07/2025
EXECUTIVE WARDEN

EXECUTIVE WARDEN,
 University College of Engineering,
 KANCHIPURAM - 631 552.



S. Anand 14/07/2025
DEPUTY WARDEN
 (Boys Hostel)

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DEAN i/c / WARDEN

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UNIVERSITY COLLEGE OF ENGINEERING
KANCHIPURAM - 631 502.

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UNIVERSITY COLLEGE OF ENGINEERING, KANCHEEPURAM

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Ponnerikarai, Kanchipuram – 631 552

REGISTRATION FORM FOR HOSTEL ACCOMMODATION, 20 – 20

BOYS

GIRLS

VEG

NON-VEG

Register Number (to be filled by office)	:			Affix Self attested Passport size color Photograph
Name of the Student (in block letters)	:			
Course and Branch	:			
Date of Birth	:			
Year / Semester	:			
Gender	:			
Blood Group	:			
Particulars about	:	Father	Mother	
Name	:			
Occupation	:			
Communication Address with Pin code	:			
Contact Nos.	:	Phone No. with STD code	Mobile No.	
E-Mail ID	:			
Particulars about Local Guardian (if any)	:			
Name	:			
Occupation	:			
Communication Address with Pin code	:			
Contact Nos.	:	Phone No. with STD code	Mobile No.	
E-Mail ID	:			
Major / Minor Medical complaints if any (Encl. MC)	:			

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Ponnerikarai, Kanchipuram – 631 552

CHECK LIST FOR THE DOCUMENTS TO BE VERIFIED (to be filled by Office)

I hereby submit the following documents for the hostel accommodation in University College of Engineering Kanchipuram during the Academic Year 20 -20

S. No.	Name of the document	Remarks
1	UCEK Admission Order	Submitted / Not Submitted
2	Family Photograph	Submitted / Not Submitted
3	Hostel and Mess Fee	Submitted / Not Submitted

Hostel Fee Particulars:

No. : Date :

Bank : Amount :

Mess Fee Particulars:

No. : Date :

Bank : Amount :

Signature of the Student

Signature of the Parent / Guardian

Certified that the particulars given by the candidate has been found correct on verification and the student may be allotted to the hostel.

Hostel : Block No. : Room No. :

Admission date:

Signature of the Deputy Warden

Signature of the Executive Warden

Approved

Dean / Warden

10/13



INSTRUCTION TO THE HOSTELLERS

ADMISSION

- The Hostel is managed by the authorities consisting of Warden, Executive Warden, Deputy Wardens, and Care Takers.
- Application for admission to the Hostel must be made in the prescribed form. Admissions are made subject to the approval of the Warden.
- At the time of admission, student has to pay Admission fee, Caution Deposit, Establishment Charges, which may be revised from time to time.
- Undertaking in writing, should be given by the student endorsed by the parents that he / she will abide by the Rules and Regulations of the Hostel.
- Admission to the hostel is not stable. The resident can be terminated from the hostel at any time if he / she violates the rules and regulations of the hostel.

STUDY HOUR / SILENT HOUR

- The following regular time table should be followed by all.
 - Study Hour : 6.15 pm to 7.45 pm
 - Recreation Hour : 7.45 pm to 10.30 pm
 - Outing time : 9.30 AM to 12.30 pm (Only on Sundays)
 - Silent Hour : 10.30 pm onwards (No other work except study during this time)
 - Hostel Out-time for college : 8.50 am (8.40 am for First Year students)
 - Hostel In-Time after college : 5.15 pm
- During the silent hour, no one is allowed to come out of the room, not to chat with others. If anyone wants to attend/make phone calls during the study hour, they can come to ground floor where no one is studying.
- During this period, residents are directed not to use music systems. Do not make unnecessary noises which may disturb others who will be studying / doing their class works.

DISCIPLINE

- Ragging in all its forms is banned as it is treated as a cognizable offence. Any resident found guilty of ragging will be dismissed from hostel and college. Further, legal action will be taken against the defaulters.
- Smoking and playing cards are strictly prohibited.
- Residents are strictly warned of the serious and cognizable offence of being in possession of liquor or drinks or being found under their influence. Such residents will be expelled from hostel.
- Shouting loudly, whistling, playing in corridors, playing music systems loudly, affixing posters, photographs, wall paper, indecent posters etc., on walls, use of objectionable language are strictly prohibited.
- Residents shall not remain in the Hostel during class hours and at other times when their presence is expected in the Institution, except with the permission of the Warden.
- Audio system, computer and other electrical appliances shall be used only with the prior permission of the Warden.

RULES AND REGULATIONS

- If a resident is not available in a room continuously for 48 hours without giving any information to the roommates, it is the responsibility of the roommate to inform the same to Warden / Dy. Warden / Resident Tutors for further action.
- Birth day celebration in any form is banned inside the hostel.
- The Warden is vested with full powers to expel a student from the hostel if his / her presence is considered detrimental to the discipline of the hostel.
- Those who come late to the class should get proper permission from the Deputy Warden.



UNIVERSITY COLLEGE OF ENGINEERING, KANCHEEPURAM

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Ponnerikarai, Kanchipuram – 631 552

MESS

- Mess timing will be followed as

Breakfast	- 08.00 am to 08.40 am
Lunch	- 12.50 pm to 01.30 pm
Dinner	- 07.45 pm to 08.15 pm
- Mess charges will be based on **dividing system**.
- Reduction in mess charges will be given for **Common holidays**, otherwise the boarders should apply for reduction in the prescribed format well in advance.
- Special mess** will be run at the time of Examination.
- Mess refund amount** should be given only at the end of the academic year.
- Residents are requested to wear **formal dress during Dining hours**.
- Both **Veg & Non – Veg** food will be served as per menu.
- It is not possible to provide mess reduction when a resident has not applied mess reduction in advance. Those who leave hostel **in case of emergency** should inform their absence by themselves or by parents through phone to hostel.
- The establishments charges, once paid will not be refunded, under any case, even though the resident vacate the hostel during semester for any reasons.

GENERAL

- All the Residents should return to the hostel on time while reopening.
- No person other than those admitted as residents of the hostel may stay in the hostel premises.
- The hostel authorities cannot be held responsible for any loss or theft of the belongings of the residents. The residents must make their own arrangements for safe custody of the same.
- Day Scholars are not permitted inside the Hostel. Action will be taken against the residents who encourage and permit the day scholar to stay in their room.
- Residents should register their computers/other electrical appliances while they take inside the hostel every year.
- No one is allowed to enter into the hostel during the class hours. If anyone falls sick, should inform to the Dy. Warden in advance.

LEAVE

- When the residents need to leave the hostel, he/she should get proper permission from the Care taker/ Deputy Warden and submit the same to caretaker finally.
- Boarders are not allowed to go for outing during the study hours. In case of any emergency need, they should get proper permission from the concern authorities.
- Boarders are allowed outing for genuine reason, with proper permission.

MAINTENANCE OF HOSTELS

- The furniture assigned to a room shall not be shifted from it. Residents shall be responsible for the function issued to them and shall return them in proper condition to the hostel authorities when leaving / vacating the hostel. Residents shall be responsible for due compensation in case of any loss or damage to those function.
- Residents should put off the electrical appliances & switches while leaving the room.
- Residents shall lock their rooms with a lock provided by the college at all times for the protection of their belongings, while no one is in the room. Residents are informed to lock their rooms even if they are not available for a few seconds.

Violation of the above rules and regulations of the hostel will lead to expulsion from the Hostel.

Clarifications if any: For any kind of further clarification regarding the admission of the Hostel, please feel free to contact the helpdesk given hereunder:

(i) **Mrs. R.Kavitha , Hostel Office**

Mobile No : 9629937782

(ii) **Office Landline No : 044-27277230**

(iii) **Email ID : ucekdean@gmail.com**



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Undertaking by the Parents / Guardian

I have studied the rules of hostel and take personal responsibility to see that the undertaking given by my ward regarding ragging and maintaining overall discipline in the hostel will be honored in all respect during his entire period of stay in hostel of UCEK. I have seen all the facilities existing in the hostel/institute and will not expect or demand any special facility for my ward in the hostel. Further, I will not allow my ward to bring and keep any car/motor-cycle/scooter/motor vehicle.

Date :

Place :

Signature of the Parent / Guardian

Undertaking by the STUDENT

1. I have read all the rules of the hostel and shall abide by them in letter and spirit. I shall also abide by the rules modified or framed in future.
2. I shall never indulge myself directly or indirectly in any type of ragging activity.
3. I'll not get involved in any Union/Group/Forum formation in Hostel/Institute to challenge the UCEK authority.
4. I'll not involve in any confrontation/fight/quarrel/indiscipline activity in the hostel and the institute.
5. I shall pay the Accommodation charges, Mess Bill and other charges as per the specified dates. If I fail to do so, I will abide by the rules and regulations about penalty.
6. I'll follow all the directions given time to time by Hostel authority during my stay in hostel. This undertaking abides me for my entire stay in Hostel.
7. I understand that the decision of the Hostel administration in any of the above matters/issues will be binding on me and shall fully respect the same.

Date :

Place :

Signature of the Student

13/13



Undertaking by the Parents / Guardian

I have studied the rules of hostel and take personal responsibility to see that the undertaking given by my ward regarding tagging and maintaining overall discipline in the hostel will be honored in all respect during his entire period of stay in hostel of UCEK. I have seen all the facilities existing in the hostel/institute and will not expect or demand any special facility for my ward in the hostel. Further, I will not allow my ward to bring and keep any car/motor-cycle/scooter/motor vehicle.

Date : _____

Place : _____

Signature of the Parent / Guardian

Undertaking by the STUDENT

1. I have read all the rules of the hostel and shall abide by them in letter and spirit. I shall also abide by the rules modified or framed in future.
2. I shall never indulge myself directly or indirectly in any type of tagging activity.
3. I'll not get involved in any Union Group/Forum formation in Hostel/institute to challenge the UCEK authority.
4. I'll not involve in any confrontation/fight/quarrel/discipline activity in the hostel and the institute.
5. I shall pay the Accommodation charges, Mess-Bill and other charges as per the specified dates.
6. If I fail to do so, I will abide by the rules and regulations about penalty.
7. I'll follow all the directions given time to time by Hostel authority during my stay in hostel.
8. This undertaking abides me for my entire stay in Hostel.
9. I understand that the decision of the Hostel administration in any of the above matters/issues will be binding on me and shall fully respect the same.

Date : _____

Place : _____

Signature of the Student