

**INSTRUCTIONS TO STUDENTS ALLOTTED NEWLY TO  
UNIVERSITY COLLEGE OF ENGINEERING KANCHEEPURAM  
ANNA UNIVERSITY, CHENNAI THROUGH TNEA-2020**

Date: 22.10.2020

Dear Student,

**Greetings!**

**University College of Engineering Kancheepuram congratulates you on getting admission in our College.**

The following **Original Certificates** along with **three sets of Duly Attested Photocopies** of the following documents are to be furnished at the time of admission.

1. Allotment Order.
2. Transfer Certificate and Conduct Certificate obtained from the institution last studied.
3. 10<sup>th</sup> Mark Sheet- Proof of Date of Birth.
4. 11<sup>th</sup> Marksheet.
5. 12<sup>th</sup> Marksheet.
6. Permanent Community Certificate (Card/e-version)
7. Medical Fitness Certificate.
8. First Graduation Certificate (If applicable).
9. For SC/ST students and BC/MBC students Income & Nativity Certificate is mandatory for Scholarship purposes.
10. Passport Size Photograph – 8 Nos (Name & Branch should be written on backside).
11. Aadhar card
12. Fees receipt (PAYMENT DONE THROUGH “[WWW.AUKDC.EDU.IN](http://WWW.AUKDC.EDU.IN))

**FOR COLLEGE ADMISSION**

The students are requested to enroll themselves and complete the formalities given below before the execution of Admission at College office.

**Step 1:** Registration of candidate’s mobile number and e-mail ID using the URL

<https://www.aukdc.edu.in>

**Step 2:** Fill smart card and personal data using URL and select “services menu” and select “DataSheet” submenu:

[www.aukdc.edu.in](http://www.aukdc.edu.in)

**Step 3:** Generate PDF with tentative watermark and check all the data.

**Step 4:** Upload scanned copy of original certificates with file size less than 150KB

(Sl.No i) to x)

- i) SSLC Mark statement
- ii) HSC Mark statement
- iii) Transfer certificate (From Institution Last studied)
- iv) Allotment order (Issued by TNEA 2018)
- v) Community certificate
- vi) First Graduation certificate
- vii) Nativity & Income certificate (For scholarship purpose)

- viii) Differently able person certificate (If applicable)
- ix) First Page of Candidate's bank pass book
- x) Any Photo Identity Proof
- xi) Photo of student ( size less than 50 KB)

**Step 5:** Verify the documents and freeze the uploaded files

**Step 6:** Pay the fees through URL and select the submenu "Student Portal/Fees".

[www.aukdc.edu.in](http://www.aukdc.edu.in)

After the uploading of all the documents and Payment of Fees on the web portal [www.aukdc.edu.in](http://www.aukdc.edu.in), kindly come with the Receipt of Fees Payment, Filled Forms given with the notification and all the Original Certificates as mentioned above to the College on or before the last date mentioned in the TNEA Allotment Order to complete the admission procedures.

## **FOR HOSTEL ADMISSION**

The Hostel facility is available for outstation students for both Boys and Girls within the Campus.

The Hostel Admission will be performed separately by authorities of hostel administration at College office followed by College Admission.

The Students who wanted to join in the Hostel can pay the fees for the Hostel through ONLINE mode to the following account number and come with the printout of the confirmation of the payment of fees.

Name of the Account : THE WARDEN HOSTEL UCEK

SB Account No. : 2916101008114

Name of the Bank : CANARA BANK, PERIYA KANCHIPURAM BRANCH - 631502

IFSC Code : CNRB0002916

Total Amount to be Paid: **Rs. 27300/-** (The details of fees are available in the website: "[\*\*www.aucek.in\*\*](http://www.aucek.in)")

### **Important Instructions:**

- The students are requested to take the sufficient copies of above said documents in hand before the submission of all original documents at college office.
- All the students are instructed to open a Savings Bank Account for the purpose of crediting the Scholarship Amount in their account. (If available submit copy of 1<sup>st</sup> page of Bank Passbook).

**The Date of Commencement of classes for FIRST year will be intimated through Website Notification on "[www.aucek.in](http://www.aucek.in)". So, please regularly check the web site of the University College of Engineering Kancheepuram.**

**With Best Wises,**

**First Year Coordinator**

**DEAN**