

COLLEGE OF ENGINEERING, KOTTARAKKARA

NOTICE

No: B/161/2020/CEK

Date: 10/11/2020

Sub: CEK Admission 2020 – 3rd allotment and issue of TC – reg

As per the guidelines issued by the Commissioner for Entrance Examinations, students who got admitted in this institution and now got allotment in another College during 3rd phase may note the following matters.

1. Those students who have taken Virtual Admission should submit the request for TC & CC in the same institution in which they have reported. They have also have to submit the digital copies of their applications to this institution via email id cekadmission2020@gmail.com.
2. Students (Virtual admission) should send the request for refund via the same email id through which they had submitted the documents with details such as name of the account holder , account number , name of the bank , IFSC code etc. The duly signed request should be accompanied with a scanned image of the front page of the bank account passbook. The IFSC Code and Bank account number in the passbook should be legible. Bank account number and IFSC code should be type written in email also. Refund will be made only to the account of the student.
3. Those students who took admission directly, should approach this office with their requests for refund of fee and Certificates. A copy of the front page of the passbook should also be provided.



PRINCIPAL

1. College website
2. Notice Board
3. SF / OC