

Government Quota 2018-2019

Admission formalities to all allotted candidates to **VELAMMAL INSTITUTE OF TECHNOLOGY** would be held between **9.00 am to 4.00 pm** from **Monday to Friday**

FOR FUTURE DETAILS REGARDING ADMISSION CONTACT:

Office Number: 044-30446300 to 30446306

1. **Mr. Thirukumar** : 90875 56789
2. **Mr. S. Ravi Varma** : 96771 29773

List of documents to be submitted at the time of admission

I Original Documents

1. TNEA 2018 - Allotment Order
2. 10th Std Mark Sheet
3. 12th Std Mark Sheet
4. Permanent Community Certificate (**BC, BCM, MBC, SC, SCA,ST**)
5. Transfer Certificate
6. Conduct Certificate
7. Physical Fitness Certificate
8. First Graduate (FG) Certificate –**Concession Certificate - Tahsildar** (if applicable)
9. **Joint Declaration - Certificate** undertaking (only for FG) (if applicable)
10. Community Certificate and **Income Certificate** verification by Tahsildar (only for **SC/ST students** whose parental income is **2.5 lakhs and below**)
11. Aadhar Card
12. Special Reservation Certificate (if applicable)

- II **Three sets of attested photo copies** (Gazetteer officer) (Item Nos : 1 to 12)
- III **Photo Graphs:** Recently taken **student passport size** photo with Blazer: **8 Nos**
Father , Mother and Guardian Photos: **2 Nos (each)**
- IV **Hostelite: One Family Photo**
- V **Fees** should be paid in the form of **Demand Draft (DD)** in Favour of “
“VELAMMAL INSTITUTE OF TECHNOLOGY” Payable at Chennai

NOTE:

- 1. Parents and students must meet the admission coordinator at the college campus before the admission process.**
- 2. Parent must accompany the student for admission formalities.**
- 3. As all original documents have to be submitted to the college, kindly keep enough number of photo copies of the same.**