



Jadavpur University

Faculty of Engineering & Technology

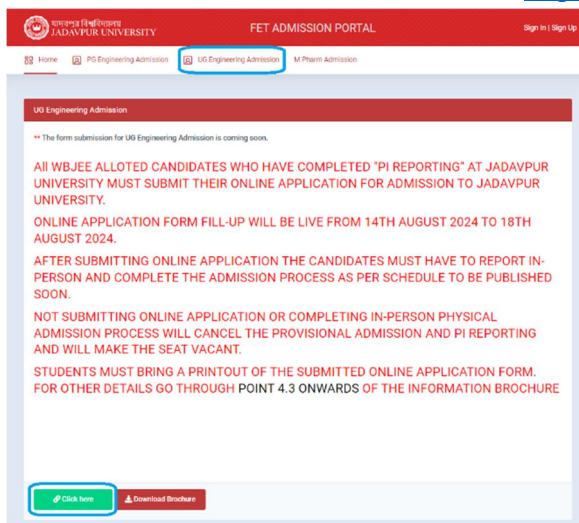
UG Engineering Admission (WBJEE)

ALL PI-REPORTED CANDIDATES ARE ASKED TO READ AND FOLLOW THE ADMISSION INFORMATION BROCHURE PROPERLY TO COMPLETE THE FINAL ADMISSION AT JU

ADMISSION PROCEDURE:

Step 1: Filling up the online Application Form

- Use FET JU Admission Portal Link <https://admissionju.jadavpuruniversity.in/fengadmission>



- Click on **UG Engineering Admission** at the top OR **Click here** at the bottom to get the login screen



- Type in your “WBJEE Roll No.” and “WBJEE GMR” and **Submit**



- Click on the **Open Application Form**
- Fill up the application form. Some of the fields are pre-filled of which Phone no., E-mail and Date of Birth can be edited.
- Upload scanned signature and passport-sized photograph

- **Preview** the form and if satisfied click “I accept that I have reviewed the information in the form and all uploaded documents and found them to be correct” and **Submit Profile Form**
- After submission take a Printout of the form

Step 2: Reporting for Admission

Report in person at the scheduled date and time (to be notified separately) with a printout of the Online Submitted Application Form along with Original and Self-attested copies (screenshot of any document are not acceptable) of relevant testimonials as listed below –

- a) Print of Final Seat Allotment Letter of the round in which PI reporting has been done as received from the WBJEEB portal
- b) Printout of the seat acceptance fee paid to WBJEE.
- c) Printout of the Rank Card of WBJEE 2024
- d) Printout of the Admit Card of WBJEE 2024 OR Confirmation page given by WBJEEB
- e) Admit Card / Certificate of Class-X / Birth Certificate for verification of Date of Birth
- f) Mark sheet of Class-X Examination
- g) Mark sheet of Class-XII Examination
- h) Domicile Certificate in WBJEE prescribed format for candidates allotted under domicile quota (as per section 3.4.1 and 3.4.2 of WBJEE Information Bulletin)
- i) Valid SC/ST/OBC-A/OBC-B/EWS certificate issued by the Government of West Bengal in case the PI enrolled seat is under the concerned reserved category (Respective category certificate as per sections 5.1, 5.2, 5.3 and 5.4 of WBJEE Information Bulletin. OBC-A/B certificates/NCL must be issued on or after 01.04.2024. It must clearly mention that the candidate belongs to the Non-Creamy Layer and sub-category of OBC-A or OBC-B.).
- j) PwD (Person with Disability) Certificate issued by the competent authority in case the PI enrolled seat is under PwD quota. (PwD certificate as per section 5.5 of WBJEE Information Bulletin).
- k) Valid Income Certificate in WBJEE prescribed format (as per APPENDIX-4, given on page 28 of WBJEE Information Bulletin) for candidates allotted under the Tuition Fee Waiver (TFW) category. The certificate must be issued by the competent authority as given in section 6.2 of the information brochure of WBJEE (page 20)
- l) **Five passport-size photos** with a clear frontal view
- m) Annual Family Income Certificate from the competent authority (required for all candidates whether TWF or not). The competent authority implies –
 - a. Income Tax Department (Annual IT return/ form 143(1)),
 - b. Employer (form 16 or any certificate from the DDO declaring annual income),
 - c. SDO, BDO or equivalent counterpart (group-A officer),
 - d. District Magistrate,
 - e. Any state or central government official in the rank of Deputy director or above,
 - f. Any state or central government official in the rank of Assistant secretary or above

Step 4: Final Admission and Payment of Requisite Fee

- On successful verification of the relevant documents, complete the admission process by paying the requisite admission fees as given below –

Programme	All Programmes except Information Technology	Information Technology (non-TFW)	Information Technology (TFW)
The payable amount	Rs 710/-	Rs 25,860/-	Rs 19,860/-

- The payment must be made through a Debit Card / Credit Card / Cash. In the case of Cash payment, it is advised to pay the exact amount
- The seat acceptance fee of Rs 5000/- paid to WBJEEB will be adjusted with the course fee.

- **On successful payment of the fees, the candidate will get the admission money receipt where they MUST check their admitted Name, Department and Roll no.**

For all other information the candidate MUST follow the Admission Information Brochure available on the admission portal

Note:

1. If any candidate does not take admission through the Final Admission Process as mentioned above, his/her studentship will be cancelled and the corresponding seat will be considered as vacant. **The candidate cannot claim his/her earlier allotment back.**
2. The vacancy created by the non-admitted candidate, if any, may be subsequently filled up as per University rule and following the Government of West Bengal guidelines.
3. An incomplete application may be rejected without any communication.
4. Any wrong information furnished or suppression of information, if detected at any point in time, may lead to the cancellation of the application or admission or studentship without any correspondence.
5. Submission of application or fulfilment of eligibility criteria does not confer any right of the applicant to be considered for admission.
6. The Admission Committee reserves the right of not selecting any candidate who is considered physically unfit or otherwise unsuitable.
7. The decision of the competent authority of the university in the matter of admission is final and binding.
8. The physical presence of the candidate is must during verification and subsequent admission process.
9. Failing to comply with the published schedule notifications and guideline, at any stage may summarily cancel the application/eligibility/selection/admission without any further intimation.
10. Normally No Individual Communication will be made at any stage. The candidates MUST keep themselves updated through notifications published from time to time on the admission portal.