A. D. PATEL INSTITUTE OF TECHNOLOGY

(A Constituent College of CVM University)

CVM UNIVERSITY

ADIT
ISO 9001:2015

GUIDELINES FOR ALL NEWLY ADMITTED SECOND YEAR (D to D) STUDENTS A. Y. 2020-21
(ACPC/TFWS/Management/NRI/Out State/Vacant category)

Date: 02/11/2020

STEPWISE PROCEDURE TO BE FOLLOWED BY ALL SECOND YEAR (D to D) STUDENTS

STEP 1: Report to reception with copy of ACPC admission letter or Slip.

STEP 2: Deposit the requisite fees(As per ACPC Guidelines) at Account office.(For Online Payment - http://adit.ac.in/payfeesonline.jsp)

STEP 3: After depositing the requisite fees at Account Office, submit following documents to Academic Section & get temporary enrollment number to be used for future correspondence (till the allocation of permanent enrollment number).

Sr. No.	Documents Details	Number of Copies
1	**Admission Letter** of Help Center (ACPC Quota)	01 – Photocopy
2	Standard10th Mark Sheet	01 – Photocopy
3	6th Semester Mark Sheet of Diploma Engineering	01 – Photocopy
4	Passing Certificate From Examination Board	01 – Photocopy
5	School Leaving Certificate	01 – Photocopy
6	Passport Size Photographs	03 – Photographs
7	Duly filled Student Profile (Blank Form get from Academic Section)	01 – Original
8	College Fee receipt	01 – Photocopy

STEP 4: Report to Respective Departments for continuing classes & getting time table.

In-charge Academic Section yjoshi 02/11/20

Principal, ADIT

Copy to: 1. All HOD's for notifying Students   2. Main Notice Board, Library, Ac/ office, Reception