CHANGE OF COURSE/TRANSFER OF INSTITUTE

A) Change of course (Branch) within the institute after First year:

As per Rule No. 16 given in the Information Brochure for admission to Undergraduate Technical Courses there is provision of change of course (Branch) within the institute after First year engineering. This process will be initiated at institute level after the declaration of First year Results by Savitribai Phule Pune University. Institute will notify the schedule for change of course on the institute notice board as well as the institute website. Interested candidates should apply for the change of Course in a prescribed format alongwith the self attested documents within the given deadline.

All candidates must note following points in this regard-

- 1. Students admitted under Tuition Fee Waiver Scheme (TFWS), J & K Migrant category, GoI nominee, EWS, as well as PMSS Scheme are not eligible to apply.
- 2. Candidates passing first year (both first and second semester) examinations in full or failed in one of the heads of passing are considered as eligible for change of course within the institute and change of institute.
- 3. Interested students should submit self attested copies of following documents along with application (Annexure A).
 - A. FE mark sheet (in case of change of course within the institute).
 - B. Copy of First year admission confirmation receipt.
 - C. Fee receipt as a proof admission in this institute.
- **4.** If mark sheet is not available print out of pdf copy received from Savitribai Phule Pune University can be attached with application.
- **5.** Application form in prescribed format (Annexure-A) is available on the next page or made available for download from the institute website after declaration of University results.
- **6.** Incomplete application form will be rejected.

ANNEXURE-A

Application for: Change of Course within the institute after First Year

To						
	Secretary,					
	issions Regulating Authority,					
Govt	. of Maharashtra					
Resp	ected Sir,					
I, M	r/Miss	have				
		all subjects/ failed in only one head of passing) the first year g from Government College of Engineering and Research Avasari				
(Khu read	rd) in the academic year	I wish to apply for change of course within the institute I have ading all the rules regarding change of course after first year I am				
1.	Name of the Student (In full)	:				
2.	Application ID	:				
3.	Roll. No	:				
4.	Academic year of Admission in	the present Institute :				
5.	Weather Admission is under Su	pernumerary quota: YES / NO				
6.	•	th pin code & Telephone No.(if any):				
	PIN:	Mobile No:				
7.	Name of parent/ present institute with DTE code:					
	Government college of engineering and research Avasari Khurd, Tal. Ambegaon, Dist. Pune					
	DTE CODE: EN6004					

8. Course of study Details

Branch/Facu lty	Year/Se mester	Year of Passing	Summer/ Winter	No. of attempts	Result details			
					Pass/A.T.K.T.	SGPA/1 0	Marks obtained / out of	% marks

9. Reasons for asking the change of (Course) branch:

Seal of College / Institute

Declaration by the Student

In the undersigned state that information stated above is true to my knowledge and belief. I am fully aware that transfer / change of institute / branch is not a right and it is up to the authority to decide my case on the basis of merit.

Further I am fully aware that the change of course to be carried out on the basis of pdf copy of FE results of Savitribai Phule Pune University due to unavailability of original copy. I undertake that, I will not claim any seat in case of any change in my marks on receiving the original mark sheet from Savitribai Phule Pune University.

Date:	Signature of Student
Place:)	(Name:
,	
<u>FOI</u>	R OFFICE USE ONLY
(Government Colleg	ge of Engineering & Research Avasari Khurd)
Remarks of change of cours	se committee:
	the time of counseling as per the schedule of change of course. Engineering course as cepted the course change.
Signatures of course change comm	ittee members 1)3)3
Request of change of course bye	the candidate for the course ngineering is recommended/not recommended.
	Principal

Govt. CORAR Awasari (Khurd)

B) Transfer of Institute after I/II/III year Engineering (IN CASE OF GOVERNMENT/GOVERNMENT AIDED INSTITUTES)

As per Rule No. 16 given in the Information Brochure for admission to Undergraduate Technical Courses there is provision of transfer of institute **FIRST/SECOND/THIRD** year engineering. This process will be initiated after the declaration of results by Savitribai Phule Pune University. Institute will notify the schedule for transfer of institute after I/II/III year on the institute notice board as well as the institute website. Interested candidates should apply for the same in a prescribed format alongwith the self attested documents and documentary evidence for the reason of institute transfer within the given deadline.

Institute will collect all applications and send it to competent authorities for further processing.

All candidates must note following points in this regard-

- 1. Students admitted under Tuition Fee Waiver Scheme (TFWS), J & K Migrant category, GoI nominee, EWS, as well as PMSS Scheme are not eligible to apply.
- 2. Candidates passing **First Year** (both first and second semester), **Second Year** (both III and IV semester) and **Third Year** (both V and VII semester) examinations in full or failed in one of the heads of passing are considered as eligible for transfer of institute after FIRST ,SECOND and THIRD Year Respectively.
- 3. There shall be no transfer of students at any stage to Autonomous Institutions.

- 4. Interested students should submit self attested copies of following documents along with application (Annexure A) as shown in the next page or it will be made available for download on the institute website after declaration of University results.
 - a) FE/SE/TE mark sheet (in case transfer of institute after FE/SE?TE).
 - b) Copy of First Year admission confirmation slip.
 - c) Fee receipt for preveous academic year as a proof admission in this institute.
 - d) In case of change of University candidate must produce the **eligibility** certificate of respective University.
 - e) In case of break in education then letter from institute head/Affidavit on stamp paper of Rs. 100/- .
 - f) Documentary proof for the reason of transfer with their application, failing which their application will be rejected.
- 5. If mark sheet is not available print out of pdf copy received from Savitribai Phule Pune University can be attached with application.
- 6. Application form in prescribed format (Annexure-A)
- 7. Incomplete application form will be rejected.

ANNEXURE A:

(Application for: Change of institute after I/II/III Year)

1.	Name of the Student (In full):								
2.	Application ID:								
3.	Academic year of Admission in the present Institute :								
4.	Weather Admission is under Supernumerary quota : YES / NO								
5.	. Address for correspondence with pin code & Telephone No.(if any):								
PIN: Mobile No:									
6.	Name of parent/ prinstitute with DTE	DTE CODE: EN6004 Government College of Engineering and Research Avasari Khurd, Tal. Ambegaon, Dist. Pune -412405							
7.	Course of study De	Year/Se	mester	Branch	(Choice code			
3.	Details of last exam								
	Branch/Faculty	Year/Sem ester	Year of Passing	Summer/Win ter	No. of attempts	Percentage (%)	University		
	1.	2.	3.	4.	5.	6.	7.		

1. Details of backlog su	bject (if any	y) :		
2. Name and DTE code of	of aspiring I	nstitute		
Preference wise Institute	Institute code	Year & course Name (e.g. 1 st /2 nd /3 rd Engg./Tech.)	Choice code No.	University
11 December for Institute Cl	namaa (Attaa	h daaumantam asidanaa).		
11. Reason/s for Institute Cl	nange (Attac	n documentary evidence):		
	ım fully awaı	I the undersigned state that informer that transfer / change of institute the basis of merit.		
Signature of the candidate:			Date:	
Name of candidate:			Place: Awasar	i (Khurd)
	NO OBJE	CCTION CERTIFICATE	L	
Name of Institute: Governm DTE CODE: EN6004	ent College o	of Engineering and Research Av	asari Khurd-412	2405
	dmission was	by the applicants not under the supernumerary for from this institute/college.		
			D: : 1	

Principal Govt. CORAR Awasari (khurd)

C) Transfer of Institute after I/II/III year Engineering (In CASE OF UNAIDED INSTITUTES)

As per Rule No. 16 given in the Information Brochure for admission to Undergraduate Technical Courses there is provision of transfer of institute **FIRST/SECOND/THIRD** year engineering. This process will be initiated after the declaration of results by Savitribai Phule Pune University. Institute will notify the schedule for transfer of institute after I/II/III year on the institute notice board as well as the institute website. Interested candidates should apply for the same in a prescribed format alongwith the self attested documents and documentary evidence for the reason of institute transfer within the given deadline.

All candidates must note following points in this regard-

- 1. Students admitted under Tuition Fee Waiver Scheme (TFWS), J & K Migrant category, GoI nominee, EWS, as well as PMSS Scheme are not eligible to apply.
- 2. Candidates passing **First Year** (both first and second semester), **Second Year** (both III and IV semester) and **Third Year** (both V and VII semester) examinations in full or failed in one of the heads of passing are considered as eligible for transfer of institute after FIRST ,SECOND and THIRD Year Respectively.
- 3. There shall be no transfer of students at any stage to Autonomous Institutions.
- 4. Interested students should produce NO OBJECTION CERTIFICATE from the Principal of the institute where He/She wish to seek transfer

- a. FE/SE/TE mark sheet (in case transfer of institute after FE/SE?TE).
- b. Copy of First Year admission confirmation slip.
- c. Fee receipt for preveous academic year as a proof admission in this institute.
- d. In case of change of University candidate must produce the **eligibility** certificate of respective University.
- e. In case of break in education then letter from institute head/Affidavit on stamp paper of Rs. 100/-.
- f. Candidates must produce **NOC** of the institute where HE/She wish to get transferred.
- 5. Documentary proof for the reason of transfer with their application, failing which their application will be rejected.
- 6. If mark sheet is not available print out of pdf copy received from Savitribai Phule Pune University can be attached with an application.
- 7. Application form in prescribed format (Annexure-A)
- 8. Incomplete application form will be rejected.

ANNEXURE A:

(Application for: Change of institute after I/II/III Year)

1.	Name of the Student (In full):								
2.	Application ID:								
3.	Academic year of Admission in the present Institute:								
4.	Weather Admission is under Supernumerary quota : YES / NO								
5.	5. Address for correspondence with pin code & Telephone No.(if any):								
	PIN:		Mobile No:						
6.		Name of parent/ present institute with DTE code: Government College of Engineering and Research Avasari K Tal. Ambegaon, Dist. Pune -412405							
7.	Course of study Do	etails	Year/Se	mester	Branch		Choice code		
8.	8. Details of last exam								
	Branch/Faculty	Year/Sem ester	Year of Passing	Summer/Win ter	No. of attempts	Percentage (%)	University		
	1.	2.	3.	4.	5.	6.	7.		

1. Details of backlog su	ıbject (if any	y) :		
2. Name and DTE code	of aspiring I	nstitute		
Name of the Institute	Institute code	Year & course Name (e.g. 1 st /2 nd /3 rd Engg./Tech .)	Choice code No.	University
<u> </u>				
11. Reason/s for Institute C	hange (Attac	h documentary evidence):		
Declaration by the of	ndidata:	I the undersioned state that inform	matian stated abo	va is topa to
		I the undersigned state that informe that transfer / change of institute		
is up to the authority to decid	e my case on	the basis of merit.		
Signature of the candidate:			Date:	
Name of candidate:			Place: Awasari (Khurd)	
rvaine of candidate.			Tacc. Awasan	(Kilulu)
	NO OD IE	CTION CERTIFICATE		
	NO OBJE	CHON CENTIFICATE		
Name of Institute: Governm DTE CODE: EN6004	ent College o	f Engineering and Research Av	asari Khurd-412	405
Certified that the informatio	n furnished b	y the applicant		- is verified
from the record. His/Her a	dmission was	not under the supernumerary		
Institute has no objection on	his/her transfe	r trom this institute/college.		

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