



UNIVERSITY COLLEGE OF ENGINEERING, Villupuram
(A constituent College of Anna University, Chennai)
Kakuppam, Villupuram – 605103.



CANDIDATES ALLOTTED TO
UNIVERSITY COLLEGE OF ENGINEERING, VILLUPURAM
BY TNEA 2021

Date: 13/10/2021

Dear Student,

Greetings!

University College of Engineering Villupuram, Kakuppam, Villupuram welcomes you all.
You are requested to report on 22 & 23.10.2021 & at 9.00 AM for admission and verification.

The following **Original Certificates** along with **3 sets of Photocopies** of the following are to be furnished at the time of verification.


1. Allotment Order.
2. Transfer Certificate and Conduct Certificate obtained from the Institution last studied (TC)
3. 10th Mark sheet.
4. +1 Mark Sheet.
5. +2 Mark Sheet.
6. Permanent Community Certificate.
7. First Graduate Certificate (If applicable) & Joint Declaration Form.
8. Proof for Date of Birth.
9. In the case of SC / ST Students Income Certificate for applying SC/ST Scholarship.
10. In the case of BC / MBC Students, Income Certificate for applying BC / MBC Scholarship.
11. Aadhar Card Copy.
12. Online Fee Payment Receipt.
13. Data Sheet.
14. Undertaking for Non-Involvement in Ragging.
15. Declaration by the Parent of Guardian and the Candidate.
16. Medical Fitness Certificate.
17. Four Copies of Passport Size Photograph. (Back Side Name, Department)
18. Four Copies of Stamp Size Photograph. (Back Side Name, Department for Library Card)

The First Year Classes commencement on 25.10.2021.

All the students are instructed to open a Savings Bank Account at Villupuram for the purpose of crediting the Scholarship Amount in their account.

All the students are instructed to send the original scanned documents through
E-Mail: ucevofficea5@gmail.com (Subject: Name, Application Number & Department)

College Website : <http://www.ucev.edu.in/>
Online Payment Website : <https://www.aukdc.edu.in>
Contact No : **04146-224500.**


Admission Co-ordinator
(Dr.C.Paul Raj)

With Best Wishes,


DEAN

Copy to: 1. Academic Co-ordinator
2. The Executive Warden
3. All Notice Boards
4. Website

Students Admission - Batch 2021-222

DATE OF ADMISSION

The candidate should report to the Dean of the college with original documents on or before the due Date mentioned in the Provisional Allotment Order issued after the completion of respective phase of counseling through TNEA admission 2021.

NOTE:

- i. Admission shall not be made without the original documents.
- ii. The allotment has been given based on the information furnished by the candidate in the online application. On verification of the original documents, if the candidate is found not satisfying the eligibility rules (or) if there is a difference between the candidate's basic data and the originals produced (or) if original certificates are not produced, the Dean of our college is empowered to deny admission to the candidate and the allotment will stand cancelled.
- iii. The candidate is advised to have sufficient number (at least four sets) of attested copies of all the certificates, as the originals will be retained in the college for some time for verification.
- iv. Under any circumstances the college or branch allotted cannot be changed.
- v. The candidate should submit the refund request ONLY through TNEA 2021 Refund Processing System available online in TNEA website.
- vi. First Graduate / Post matric Scholarship is subject to verification of relevant documents by the competent authority

FEES FOR EACH CATEGORY

SL.No.	Details	For General	For Differently abled General	For Differently Abled SC/ST/SCA	For First Graduate (BC,BCM,MBC/DNC)	For SC/ST/SCA
A. One Time Fees (Payable at the time of Admission)						
1	Admission Fee	550	0	0	550	550
2	Academic Course Fee	300	0	0	300	300
3	Provisional Certificate & Degree Certificate	600	0	0	600	600
4	Personality & character Development	200	0	0	200	200
5	Placement & Training Charges	1000	0	0	1000	1000
6	NSS Fee	10	0	0	10	10
7	Sports Affiliation fee	200	0	0	200	200
8	YRC Special Camping / Activities	200	0	0	200	200
9	Valar Tamil Mandram Development Fund	50	0	0	50	50
10	Smart Card Fee	500	500	500	500	500
11	Registration, Recognition & Enrolment Fee	1200	1200	1200	1200	1200
Total (A)		4810	1700	1700	4810	4810
B. Caution Deposit (Payable at the time of Admission)						
1	Institutional Deposit	6000	6000	6000	6000	6000
2	Library Deposit	3000	3000	3000	3000	3000
Total (B)		9000	9000	9000	9000	9000
C. Semester Fee (Payable Every Semester)						
1	Tuition Fees*	6000	0	0	0	0
2	Development Fee	3000	0	0	3000	3000
3	Library Fee	650	0	0	650	650
4	Computer Charges	1000	0	0	1000	1000
5	Lab Contingency Fund	1000	0	0	1000	1000
6	Educational Media Charges	500	0	0	500	500
7	Internet Society Fee	270	0	0	270	270
8	Sports & Games Fee	200	0	0	200	200
9	University Cultural and Society Fee	500	0	0	500	500
10	Students Accident & Medical Relief Fund	500	0	0	500	500
11	Registration and Enrolment charges	800	0	0	800	800
12	YRC(Army Flag Day)	15	0	0	15	15
13	Smart Card Fee	500	0	0	500	500
14	Sports Affiliation Fee	65	0	0	65	65
Total (C)		15000	0	0	9000	9000
Total (A+B+C)		28810	10700	10700	22810	22810
Amount Paid at the Time of Counseling		5000	5000	1000	5000	1000
Total		23810	5700	9700	17810	21810

MODE OF PAYMENT OF FEES

Students shall pay the fees through the AUKDC portal <https://www.aukdc.edu.in> only. Check the presence of 'https' in the URL and verify the SSL certificate in the URL. Anna University is not responsible for payments made in websites other than the once mentioned above.

Students must register in the above said URL of AUKDC before proceeding for online fee payment.

Registration steps:

1. Go to <http://www.aukdc.edu.in> and Click on “Data Sheet”
2. Enter your Enrollment/ **Admission**/Roll/. No, enter the date of birth, enter the Captcha and click login.
3. Enter your 10-digit mobile number and click 'Send OTP'. The OTP will be sent to your mobile number.
4. Enter the OTP and click 'Verify OTP'. Your mobile number will be successfully registered. (Note: You can resend 'OTP' only 3 times. If you have any problem, contact KDC)
5. After registering mobile number, you will be automatically redirected to E-mail registration.
6. Enter your valid e-mail id and click 'Send OTP'.
7. Enter the OTP and click 'Verify OTP'. Your E-mail will be successfully registered
8. Complete the registration process by filling all mandatory details in the subsequent pages.
9. After the verification submit the registration details to move on to the payment procedure.

Online Fee Payment:

1. Go to <http://www.aukdc.edu.in> and Click on 'student portal' under student category.
2. Enter the Captcha and click on "I agree".
3. Enter your Enrollment/ Admission/Roll/. No, enter the date of birth and click on "Proceed".
4. Your profile will be displayed then click on "pay fee".
5. Page showing the possible mode of payment will be displayed as details given below
Major Internet Banking and Debit/Credit Cards are accepted. For a list of available internet banking /debit cards/credit cards available for payment please login to the AUKDC website with your credentials. Transaction charges for different modes of payment vary and should be noted before making any payment.
 - a. SBI net bank.
 - b. Indian net bank.
 - c. IOB net bank
 - d. Other bank net banking, other bank Credit & Debit cards payment through SBI MOPS
6. After successful payment, fees receipt will be generated with the conditions as given below

Fees Receipt:

- (1) On successful payment of fees through <https://www.aukdc.edu.in> , a temporary fee receipt will be available immediately. A digitally signed fee receipt will be made available in the same login within 24-48 working hours.
- (2) For pending transactions or transactions under processing, the status will be updated within 24-48 hours if they are verified to be successful. For such successful transactions, a digitally signed fee receipt will be available within 24-48 working hours for the same account. 'DON'T MAKE ANY FURTHER PAYMENTS' if the status of the transaction is still pending or under processing.

HOSTEL ADMISSION

Hostel	No of rooms available	No of students occupied a room
Girls	18	4
Boys	18	

Two Hostel blocks are available in total for both boys and girls to accommodate for a strength of 500 students.

Hostel Fee Structure for the Academic Year 2021-22

Sl. No	Fees- Details	Time of Collection	Amount in Rs.
1	Admission Fee	At the time of Admission to Hostel (Non-refundable)	500
2	Appliances and Amenities Fund	At the time of Admission to Hostel (Non- refundable)	600
3	Room Rent*	Every Year	600
4	Electricity Charges*	Every Year	600
5	Water Charges*	Every Year	500
6	Caution Deposit	At the time of Admission to Hostel (Refundable)	5000
7	Establishment Charges	Every Year	15000
Total			22800

Mess Fee:

Sl. no	Fees- Details	Time of Collection	Amount in Rs.
1	Mess Advance	Every Semester (Dividing System)	12000
Total			12000

Hostel Admission Procedure:

1. Documents required during hostel admission are as follows
 - a. Copy of admission order in University College of Engineering Villupuram.
 - b. Filled in Hostel admission form with parent / Guardian signature (Copy available in College website - www.aucev.edu.in).
 - c. Hostel Fee (Rent & Mess) paid receipt (Fee detail given below as Hostel Fee Structure.)(Copy of Hostel Fee and Mess Fee Challans are available in College web site - www.aucev.edu.in)
 - d. Student passport size Photo - Two numbers.
 - e. Copy of permanent address proof. (ex..Adhaar card)
2. On Verification of above documents submitted and further approval of Warden the Hostel block and room will be allocated with formal issue of allocation order.
3. Copy of the allocation order is to be submitted to the respective Hostel office.
4. Allotted room can be occupied with belonging on the day of admission.
5. Every student, before being admitted to the hostel, shall give an undertaking in writing, endorsed by the parents, that he/she be full boarders of the hostel.

The Hostels of University College of Engineering Villupuram is administered by the following officers;

The Warden	: Dr. S. Arulchelvan, 04146-224500
Executive Warden	: Dr. S. Rajasekarran , 014146-242400

Mess Details:

The Mess was running in dividing system basis. In the total expenditure for boarding and providing amenities to all hostel dwellers shall be met from the residential and other applicable charges collected from the hostel inmates. Hence hostel is running on, no loss and no gain basis.

The students can approach any of the above listed officers for help, guidance and grievance redressed. If have any representations to higher officers must be forwarded through proper channel.

Note:-

1. Hostel accommodation is limited and will be allotted to full-time bonafide students of UCEV satisfying the eligibility criteria for hostel admission.
2. The seats will be reserved for various programmes in proportion to the intake/ strength of the programme in the University.
3. The hostel admission will be done in concurrence with the counseling schedule for admission to various programmes of UCEV.
4. Admission to any programme of UCEV will not grant a right for admission in the hostel. The allocation of hostel seats will be done subject to availability of seats.
5. If the number of applicants is more than the number of available seats then seat allocation will be done in the order of merit.

Hostel Norms:

1. The Application for admission to the hostel shall be made available in the prescribed form before the commencement of every Academic year.
2. Admission to the hostel is not done by way of any right. The accommodation is provided to students to pursue their education in homely atmosphere and to facilitate the student to spend more time towards study.
3. Every student before he/she is admitted into the hostel must give an undertaking in writing that he/she will abide by the rules of the hostel and he/she will be subject to any disciplinary action imposed on him/her by the authorities.
4. After admission, no student shall leave the hostel
 - (a) Without the written application from his or her parents
 - and
 - (b) Approval of Warden / Executive Warden
5. Residency ceases at the end of each academic year and all the members must return their Hostel identity card, failing which their request for the hostel readmission in the next year will not be entertained. In addition, the cost of furniture and fitting in case of any damage or loss will also be recovered. The residents who are desirous of returning to the hostel shall make a formal application for readmission before the start of the next academic year.
6. Residents cannot confer any right to Residency in the hostel for the next year or for any subsequent period.
7. Students desirous of having hostel accommodation during the summer / winter vacation shall submit their applications to the hostel office well in advance. They will be allotted rooms in one of the hostel blocks specified for summer vacation. They shall pay Hostel stay Extension charges at the prescribed rates. Vacation mess facility will also be provided if sufficient number of residents opt for it.
8. The Warden/ Executive Warden has the right to refuse admission/readmission to anyone without assigning any reason.

9. Students staying in the hostel should be present inside the hostel campus before 6.30pm otherwise they should get proper permission from Deputy Warden (including Week end) for further stay in hostel.
10. Girls Hostel Students outing is permitted only on Sundays from 10 am to 12.00 noon.
11. Hostellers shall be permitted to stay/ present in their allotted room only.
12. During Class Hours no student is permitted to stay inside the hostel room without getting special permission from the Deputy Warden.
13. During Working Days Proper Permission shall be obtained from Concerned department (Faculty / Class advisor) and Deputy Warden for availing leave and Mess fee reduction on medical reason only
14. Every Student should have possess their own belongings like plate, Bucket, Cup, etc...
15. Students are directed to have their food in the dining hall only, and in the scheduled Mess timings. The dining hall is opened during the scheduled mess timings only.
16. During study Hours the students are directed to stay inside their room for reading.
17. Students are directed not to engage any Day Scholar students to come inside the hostel Blocks and access the Hostel / Mess facilities.
18. Birthday celebration and cake cutting are strictly prohibited inside the hostel.
19. Food deliveries from outside like swiggy, zomato, etc... are not allowed inside the campus.
20. Property Damage on the Hostel / Mess belongings like Fans, Electrical and Electronics items, RO plant, intercom, plumbing items, Door, Glass etc. made by students will lead to the payment of fine for the damaged item. The cost will be collected / debited from caution deposit amount.
21. Students involved in any in disciplinary activities inside the hostel will be informed to their parents and subjected to disciplinary actions deemed fit as per the norms of the college.
22. The Institution will not be responsible for any Damage/missing of belonging of students.
23. The Hostel Students are advised to submit the photo copy of hostel and mess remittance Challan in the hostel office without fail.