



INSTRUCTIONS REGARDING THE PUBLICATION OF FIRST ALLOTMENT RANKLIST (UG)

1. Admission Process will be Offline. The Department Admission Co-ordinator will inform you the date and time at which you should be present in the department with Parent/Guardian to take admission, failing which the admission will be cancelled.
2. If there are vacancies in a programme, Candidates from Waiting list will be informed in the order of Merit. Please avoid unnecessary enquiries in this regard.
3. Please bring hardcopies (Original & Photocopy) of the following Documents & Certificates.
 - +2 certificate original & 2 Copies (if the certificate is not yet received from school, please bring a print out of online result page)
 - Proof of date of Birth (SSLC certificate-2 copies)
 - Proof of Address (Aadhar Card-1 Copy)
 - Originals of TC and Conduct Certificate obtained within six months from the institution last attended.
 - Eligibility certificate from MG University (if the candidate qualified +2 from a board other than CBSE, CISCE and Kerala State Higher Secondary Board.
NOTE: Students from Open School need Eligibility Certificate)
 - Caste and income certificate / non-creamy layer certificate/ EWS certificate for claiming seat reservation/fee concession.
 - Certificates in proof of bonus marks (NCC,NSS, Dependent certificate from Zilla Sainik Welfare officer, Nanmamudra, Rajyapuraskar, SPC Certificate etc. if applicable)
 - For Admission under Community Quota- SSLC Certificate mentioning the community (Syrian Catholic/RCSC) or Caste Certificate (For CBSE/ ICSE 10th students).
4. The teacher in charge of admission will verify the documents submitted by the candidate.
5. Once the formalities in the department are successfully completed, the candidate shall proceed to the College Computer Lab (G block) for payment of fee and Registration.
6. After completing the admission procedures, the student along with the parent shall meet the Principal.
7. Uniform material is available in the college co-operative society.
8. For more details check the UG Prospectus and College website: www.stcp.ac.in
9. Candidates shall contact the Department admission co-ordinators for any further information/guidance. Contact numbers are given in the college website.