



# PARALA MAHARAJA ENGINEERING COLLEGE

(An Autonomous college affiliated to Biju Patnaik University of Technology, Odisha, Rourkela)  
SITALAPALLI, BERHAMPUR, DIST.:-GANJAM, PIN – 761003

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No. PMEC/Estt./ 1598

Date:- 26/11/2021

## NOTICE FOR REPORTING & COMMENCEMENT OF CLASSES OF CANDIDATES FOR FINAL ADMISSION INTO B.TECH PROGRAMME FOR THE ACADEMIC SESSION 2021-22

The candidates allotted by OJEE-2021 for admission in this college for **B.TECH** in the academic session 2021-22 are advised to follow the instructions i.e. date of reporting, documents to be submitted during reporting, fee to be deposited during reporting, fee structure, etc. are given below.

### DATE OF REPORTING

The selected candidates are required to report at this college as per the schedule given below. **They have to carry all the documents in original that uploaded during counseling for physical verification.** The candidates along with accompanying parents coming to PMEC are advised to follow the COVID guidelines specified by Government of Odisha.

- Only one person along with the candidate is allowed to enter into the reporting hall.
- They have to wear mask and carry hand sanitizer with them.
- They have to carry their water bottle and eatables along with them.
- The reporting process will take about 10 to 15 minutes per candidate but including waiting time you may need to be there for 3 to 4 hours. To minimize waiting time it is advised to follow the schedule.
- **The reporting time is 10.30 am. and the admission process will start from 11.00 am.**

Date of Reporting	Branch	Room No.
01.12.2021	Civil Engineering	414
	Computer Science & Engineering	511
	Electronics & Telecommunication Engineering	514
02.12.2021	Electrical Engineering	414
	Mechanical Engineering	511
	Automobile Engineering	514
	Chemical Engineering	514
03.12.2021 & 04.12.2021	Remaining candidates, those who have not reported in the scheduled date.	Branch wise as mentioned above

### FEE TO BE DEPOSITED DURING REPORTING

#### 1. College Fee:-

- Non-TFW students **Rs.28,400/-** (who have deposited Rs.10,000/- during OJEE-2021 counseling).
- Non-TFW students **Rs.33,400/-** (who have deposited Rs.5,000/- during OJEE-2021 counseling).
- TFW students **Rs.16,400/-** (who have deposited Rs.10,000/- during OJEE-2021 counseling).
- TFW students **Rs.21,400/-** (who have deposited Rs.5,000/- during OJEE-2021 counseling).

(P.T.O)

## 2. Hostel facilities:-

The college will accommodate all interested students in its on and off campus hostel. All the girl students will be provided hostel inside the institute campus. It is mandatory for all the girls to stay in the campus hostel except the local one for whom it will be permitted to stay with their parents on submission of undertaking and they have to make their own transport arrangement.

For boys limited number of seats is available in campus hostel (**INSIDE P MEC CAMPUS**) which will be allotted strictly as per JEE-2021 ranking for both general and reservation category of candidates. The remaining students will be accommodated in the off campus hostel (**OUT SIDE P MEC CAMPUS**) managed by the college.

## 3. Hostel Fee:- Rs.30,000/- as 1<sup>st</sup> installment & the rest amount (2<sup>nd</sup> installment) is to be paid at the beginning of 2<sup>nd</sup> semester.

### **N.B.:- All fees should be made through Online.**

The Online Fees Deposit process of P MEC, Berhampur for Freshers' 2021-22 is described below. Follow the steps as per the given instructions and deposit the required amount of fees on SBI Collect. After deposit of fees, save the receipt of the transaction for future reference. Submit the receipt of transaction in the college when it will be notified.

Step 1: Type the website address on the browser to go the home page SBI Collect:

<https://www.onlinesbi.com/sbicollect/icollecthome.htm>

Step 2: From "State of Corporate / Institution", select -> "ODISHA"

Step 3: From "Type of Corporate / Institution", select -> "EDUCATIONAL INSTITUTIONS"

Step 4: From "Educational Institutions Name", select -> "PRINCIPAL PARALA MAHARAJA ENGINEERING COLLEGE BERHAMPUR"

Step 5: From "Select Payment Category", select FRESHER from the drop-down combo.

Step 6: Fill the details as per requirement.

### **DOCUMENTS TO BE PRODUCED AT THE TIME OF REPORTING (in order of sequence)**

1. Copy of online payment receipt College fee & Hostel fee.
2. Copy of online payment receipt of OJEE-2021 counseling.
3. Bio-Data Form (filled & signed) – Annexure-I
4. Declaration Form (filled & signed) – Annexure-II
5. Original CLC / SLC and Conduct Certificate.
6. Two copies of the OJEE – 2021 Rank Card duly self attested.
7. Final Seat Allotment letter duly self attested.
8. Xerox copy of Mark sheet / Pass Certificate duly self-attested.
9. One (01) no. of Colour Passport size photographs (Passport photo must be 51mm x 51mm or 2x2 inches. The head should be sized in-between 35mm to 40mm.)
10. Anti Ragging Affidavit (in Non-Judicial Stamp Paper of Rs.10/-) by Student (filled & signed) – Annexure-III
11. Anti Ragging Affidavit (in Non-Judicial Stamp Paper of Rs.10/-) by Parent / Guardian (filled & signed) – Annexure-IV
12. Hostel Form, if required (filled & signed) – Annexure-V
13. Identity Card Format (filled & signed) – Annexure-VI
14. Copy of Aadhar Card duly self attested.

**(P.T.O)**

**COLLEGE FEE STRUCTURE FOR THE ACADEMIC SESSION 2021 – 22**

**FOR NON-TFW CATEGORY (FRESHER)**

Sl. No.	Component	Amount (in Rs.)	
		Odd Semester	Even Semester
1	TUITION FEE	12,000.00	--
2	DEVELOPMENT FEE	7,000.00	--
3	LABORATORY MAINTENANCE FEE	1,500.00	--
4	REGISTRATION FEE	1,500.00	1,500.00
5	UNIVERSITY FEE	3,500.00	--
6	STUDENTS ACTIVITY FEE	1,500.00	--
7	INTERNAL EXAMINATION FEE	1,800.00	--
8	SITE VISIT FEE	600.00	--
9	TRAINING & PLACEMENT FEE	5,000.00	--
10	CAUTION MONEY (One-Time & refundable)	2,500.00	--
11	ALUMINI FEE (One-Time)	1,500.00	--
<b>TOTAL</b>		<b>38,400.00</b>	<b>1,500.00</b>

**FOR TFW CATEGORY (FRESHER)**

Sl. No.	Component	Amount (in Rs.)	
		Odd Semester	Even Semester
1	DEVELOPMENT FEE	7,000.00	--
2	LABORATORY MAINTENANCE FEE	1,500.00	--
3	REGISTRATION FEE	1,500.00	1,500.00
4	UNIVERSITY FEE	3,500.00	--
5	STUDENTS ACTIVITY FEE	1,500.00	--
6	INTERNAL EXAMINATION FEE	1,800.00	--
7	SITE VISIT FEE	600.00	--
8	TRAINING & PLACEMENT FEE	5,000.00	--
9	CAUTION MONEY (One-Time & refundable)	2,500.00	--
10	ALUMINI FEE (One-Time)	1,500.00	--
<b>TOTAL</b>		<b>26,400.00</b>	<b>1,500.00</b>

**Sd/-  
Principal**

**BIO-DATA FORM**

1. NAME OF THE STUDENT:-

2. FATHER'S NAME:-

3. DATE OF BIRTH:-

4. ADDRESS:-

(a) Present

(b) Permanent

Passport photo must be 51mm x 51mm or 2x2 inches. The head should be sized in-between 35mm to 40mm.

5. ACADEMIC DETAILS:-  
(Percentage of marks)

10 <sup>th</sup>	+2 / Diploma / B.Sc	B.Tech (for M.Tech)

6. NAME OF THE BRANCH:-

7. MOBILE NO. OF THE STUDENT:-

8. MAIL ID OF THE STUDENT:-

9. MOBILE NO. OF (A) FATHER/GUARDIAN:-  
(B) MOTHER:-10. MAIL ID OF (A) FATHER/GUARDIAN:-  
(B) MOTHER:-

11. LOCAL GUARDIAN (if available)

(A) MOBILE NO.:-

(B) MAIL ID:-

12. LAND LINE NUMBER (if available):-

**Signature of the student****Signature of the Parent/Guardian**

**ODISHA JOINT ENTRANCE EXAMINATION (OJEE – 2021)  
APPENDIX – VIII  
(To be deposited at the College/College/University level)**

**DECLARATION**

Name of the candidate ..... OJEE-  
2021 Roll No..... Rank No ..... Category  
.....Stream .....

1. This is to undertake that I have taken admission in the College / Institute .....in .....out of my own accord. This allotment is based on the choice exercised by me during counselling process.
2. I have surrendered my OJEE-2021, Odisha Rank Card. I also understand that the Rank card is no more valid and against the same, I cannot take admission in other discipline in the same college or in another college in any discipline.
3. I understand that no change of branch or choice of college is permitted in the first year. Subject to regulation of the University and performance in first year branch change may be permitted in second year only.
4. I understand that out of Rs.....paid by me after deducting Rs.10,000/- / Rs.5,000/- (for under graduate / post graduate) towards University and Insurance Fees, the balance amount will be adjusted towards the fees, payable at college level while joining the college.
5. We understand that, we will not claim any refund of Rs... .....(in full or Part) deposited at the time of counselling process, even in the case of not joining/withdrawal from the allotted college/course.
6. I also understand that the fee that I am paying during admission is provisional. I have to pay the balance if the actual fee is more or will be refunded if the fee is less.
7. I understand that I shall report to the college within the dates mentioned in the allotment letter of OJEE-2021.
8. We declared that, we have read and understood the above provisions completely and will also abide by them.

Further, this is to certify that, I have downloaded the correct allotment letter for admission.

Date:

Signature of the Guardian

Signature of the Candidate

**AFFIDAVIT BY THE STUDENT**

1) I..... (Full name of student with admission / registration number) SO/DO Mr. / Mrs. / Ms..... having been admitted to .....(Name of the College & Branch) have received a copy of the BPUT Regulations on Curbing the Menace of Ragging, 2010 (hereafter called the regulations) carefully read and fully understood the provisions contained in the said Regulations.

2) I have in particular, perused clause 3 of the regulations and am aware as to what constitutes ragging.

3) I have also, in particular, perused Clause 7 and Clause 9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.

4) I hereby solemnly aver and undertake that  
a) I will not indulge in any behavior or act that may be constituted as ragging under clause 3 of the Regulations.

b) I will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under Clause 3 of the Regulations.

5) I hereby affirm that, if found guilty of ragging, I am liable for punishment according to clause 9.1 of the Regulations without prejudice to any other criminal action that may be taken against me under any penal law or any law for the time being in force.

6) I hereby declare that I have not been expelled or debarred from admission in any College in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is liable to be cancelled.

Declared this.....day of.....month of..... year

**Signature of deponent**

**Verification**

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein

Verified at(Place).....on this  
the.....day) of (month) ..... (year)

**Signature of deponent**

Solemnly affirmed and signed in my presence on this the..... (day) of.....(month)  
..... (year) after reading the contents of this affidavit.

**OATH COMMISSIONER**

**AFFIDAVIT BY PARENT/GUARDIAN**

1) Mr / Mrs. / Ms.....Full name of parent / guardian) father / mother / guardian of.....(full name of student with Admission / registration number). Having been admitted to.....(Name of the College & Branch)

have received a copy of the BPUT Regulations on curbing the menace of ragging, 2010 (hereinafter called the (regulations) carefully read and fully understood the provisions contained in the said Regulations.

2) I have, in particular, perused clause 3 of the Regulations and am aware as to what constitutes ragging.

3) I have also, In particular, perused Clause7 and Clause9.1 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against my ward in case he/she found guilty of or a betting ragging, actively or passively, or being part a conspiracy to promote ragging.

4) I hereby solemnly aver and undertake that  
a) My ward will not indulge in any behavior or act that may be constituted as ragging under clause3 of the Regulations.  
b) My ward will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause3 or the Regulations.

5) I hereby affirm that, if found guilty of ragging, my ward is liable for punishment according to clause9.1 of the Regulations, without prejudice to any other criminal action that may be taken against my ward under any penal law or any law for the time being in force.

6) I hereby declare that my ward has not been expelled or debarred from admission in any College in the country on account of being found guilty of, abetting or being part of conspiracy to promote, ragging, and further affirm that, in case the declaration is found to be untrue, the admission of my ward is liable to be cancelled

Declared this..... day..... month of..... year

**Signature of deponent**

Name  
Address  
Telephone / Mobile No.

**VERIFICATION**

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at (place).....on this the..... (Day)..... of ..... (month)..... (year)

**Signature of deponent**

Solemnly affirmed and signed in my presence on this the ..... (Day) of.....(month) ..... (year) after reading the contents of this affidavit.

**OATH COMMISSIONER**

**PARALA MAHARAJA ENGINEERING COLLEGE: BERHAMPUR: PIN-761003**

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**APPLICATION FOR ADMISSION IN TO BOYS / GIRLS HOSTEL**

01. FULL NAME OF THE CANDIDATE :  
WITH CONTACT NUMBER  
(IN BLOCK CAPITAL LETTERS)
02. REGISTRATION / ROLL NO. & BRANCH :
03. NAME OF THE PARENTS :  
WITH CONTACT NUMBER
04. DATE OF BIRTH :
05. CATEGORY : UR / SC / ST / PH
06. DATE OF ADMISSION IN THE COLLEGE :
07. ADDRESS OF CORRESPONDENCE :  
WITH E-MAIL ID
08. PARMANENT ADDRESS :
09. Latest SGPA / CGPA / OJEE Rank (copy to be attached):

<p>Passport photo must be 51mm x 51mm or 2x2 inches. The head should be sized in-between 35mm to 40mm.</p>
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**RULES & REGULATIONS OF THE BOYS/GIRLS HOSTEL OF PMEC, BERHAMPUR**

1. I will not be involved in any type of ragging or indiscipline activities in the hostel and the College.
  2. I will not accommodate any outsider or guest in my room without prior permission of the Hostel authority/Superintendent. In case any outsider is found in my room, I will be punished.
  3. I will not leave the hostel without prior permission of Hostel Superintendent.
  4. I will not use Electric Heater/ Air Conditioner/ Air Cooler/Rice Cooker/ Tea maker in the hostel, in case of violation a minimum fine of Rs.500/- will be charged from me by authorities.
  5. I will not cook in the room and will not used kerosene stove for any purpose.
  6. I will not keep any cooking utensil in my room.
  7. I will not create any disturbance by using Audio/Video device.
  8. I will not display any obscene film/sport poster except wall calendar.
  9. I will maintain my room and hostel environment neat and clean.
  10. I will obey all the rule and regulations notified by the authority from time to time.
  11. I will never keep any objectionable material in the room nor take objectionable foods/drinks in the hostel.
  12. The mess is compulsory and I will take my food from the mess or else I will be rusticated from the hostel in violation of this.
  13. I will hand over the room in proper form before vacating hostel.
  14. I will attend all the classes regularly (Theory and Sessional). My hostel seat may be cancelled if my average attendance fall below 65%.
  15. I will not mis-utilize electricity as well as water supply.
  16. I will maintain study hour between 07:30 PM to 10:30 PM.
  17. I shall deposit the hostel fees with in the stipulated date.
  18. I will pay the full hostel dues at the time of admission.
  19. I will take care of the hostel properties. In case of forceful damage of properties by me, I may be charged a fine of minimum Rs.2,000/- or as deemed fit.
- \* **The application is liable to rejection in any stage in case of in-sufficient/false document(s).**

(P.T.O)



**UNDERTAKING**

I do hereby undertake that I will obey the entire hostel and mess rules otherwise I am liable for punishment, fine/expulsion as deemed fit by the Hostel Authority of this college.

PLACE:  
DATE :

**SIGNATURE OF THE APPLICANT**

**UNDERTAKING FROM PARENTS**

I do hereby undertake that the following persons will contact my ward on my behalf as and when required.

1. My ward has not serious disease of health, brain specially etc, which may require emergency treatment.
2. If my ward suffers any time from any serious disease requiring emergency treatment I shall take back my ward from the hostel immediately.
3. My ward will not keep motor cycle/scooter/scotty in hostel. His/Her hostel seat will get cancelled automatically if he/she is found to be a defaulter.

**SIGNATURE OF PARENTS**

**\*\*\* For office use only \*\*\***

Mr. / Miss..... Branch / sem  
 ..... admitted to Gents / Ladies hostel  
 on..... and paid hostel fees of Rs..... (Rupees.....  
 .....) only vide  
 M.R. No...../Book No...../Dated...../Allotted Room No..... in  
 the hostel.

**N.B.:- No part payment of hostel dues is allowed at any cost.**

**Hostel Superintendent**

**Warden (Hostels)**

**Principal**

## IDENTITY CARD FORMAT

FRONT	REVERSE
<p>NAME:</p> <p>BRANCH:</p> <p>VALIDITY: 2021 – 2025</p> <p>OTHER</p>	<p>FATHER'S NAME:</p> <p>PRESENT ADDRESS:</p>  <p>BLOOD GROUP:</p> <p>CONTACT NO. OF STUDENT:</p> <p>CONTACT NO. OF PARENTS:</p>  <p>Signature of the student</p>

passport photos must be 51mm x 51mm or 2x2 inches. The head should be sized in-between 35mm to 40mm.