

Admission Guideline 2017 for CCCT

1. Admission is open for 225 first year seats and 112 Lateral entry seats from 11/2/2017 and will continue till 15/08/2017 as prescribed by AICTE.
2. Admission will be provided on **First Come First Serve** basis to all institutional seats. Except for HRDD seats.
 - a. Spot Admission will be provided to the candidate **those who already have valid Pass Certificates on the date of admission i.e. Class X passed, Class XII Science passed, Class XII Vocational passed and ITI passed after Class X**
 - b. **Seat can be booked for the candidates those who have appeared for Class X, XII Science, ITI during the year 2017 and also to eligible candidate who has already passed.**
3. Spot admission as well as Admission seat Booking can be done online or offline.

Eligible candidate can get admission on First Come First Serve basis on the following procedure:

- a. Filling up of Admission Form online from www.admission.skmpoly.edu.in or offline at Admission Cell, CCCT **(9775884510, 8116449251)**
- b. Advance fee payment of Min Rs.10,000 to institutional account
 - State Bank of India, Jorethang, Sikkim: A/C No:11221177352 IFSC code: SBIN0006954.
 - Axis Bank, Namchi, Sikkim: A/C No: 910010036912147 IFSC Code: UTIB0001012
 - OR pay online through SBI Collect (<https://www.onlinesbi.com/prelogin/icollecthome.htm?corpID=605070>)
- c. Submit the all documents as required along with the reference number (if payment is done online).
- d. There in seat reservation certificate will be issued citing balance fee payable. Balance fees is to be paid within 20 days or before 17th of June from the date of issue of seat reservation.
 - On receipt of full fee payable, Admission letter will be issued.
 - Failure to pay within the prescribed period will lead to forfeit of advance paid and cancellation of seat reservation, bringing the seat back to common pool of seats available for admission.

Any applicant willing to BOOK a seat has to follow the procedure

- a. Filling up of Admission Form online from www.admission.skmpoly.edu.in or offline at Admission Cell, CCCT **(9775884510, 8116449251)**
- b. Advance fee payment of Min Rs.10,000 to institutional account
 - State Bank of India, Jorethang, Sikkim: A/C No:11221177352 IFSC code: SBIN0006954

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 - OR pay online through SBI Collect
(<https://www.onlinesbi.com/prelogin/icollecthome.htm?corpID=605070>)
- c. Therein seat-booking certificate will be issued on produce of valid documents and proof of payment.
- d. The candidate should report to the Admission Cell, CCCT with copy of statement of marks for submission from the date of declaration of result till 17th June.
- On payment of full fee, submission of required documents, Admission letter will be issued.
 - **Failure to secure the marks** as per criteria may convert the seat to a course meeting the criteria, if any vacancy exist. One will be put to the bottom of the list in this case. Therein the advance may be adjusted on fee payable.
 - **Failure to report to the Admission Cell stipulated date and time will lead to forfeit of advance paid and cancelation of seat reservation.**
4. Seat reservation and booking will be made by Admission Coordinator, CCCT from the office at campus. Multiple centers will be identified in different location and will be intimated through various communication to the candidates.
5. No fee is to be paid in cash but solely to institutional accounts. On produce of proof of payment, Receipt for the same will be issued by Accounts section of CCCT.
6. HRDD, Sikkim and other state will also counsel students for certain seats as per norms.

Authorized List of Contacts:

Principal –

◆ Mr. Praveen Kumar Pradhan: 8972184332

Admission Booking

◆ Mr Bijoy Chhetri, Admission Coordinator: 8116449251

◆ Mr. Tshering Bhutia, Admission Officer: 9775884510

Fee receipt and paymen:

◆ Mr. Kaziman Pradhan, Finance Manager: 9734031968

Issue of Provisional/ Admission letter-

◆ Mr. K.N. Chettri, Administration Manager: 9775991963

Contact Admission Cell : 9775884510, 8116449251

Web:<http://www.ccct.skmpoly.edu.in> Email:ccctpoly.admission@gmail.com