



Ref. No.: FoAP/Admission Cell/2025-26/16

Date: September 03, 2025

Notice

B.Arch First year 2025-26-Enrollment

This is to inform all the newly admitted students of B. Arch 1st year, 2025-26 that the process for enrollment of student data in the University is about to commence soon.

Students should check that if there **any correction in their personal details** (name, date of birth, father name, mother name, etc) in their allotment letter which needs correction: -

1. Submit in application with a copy of the correct documents as proof, regarding the same
2. The **application** should be submitted to **Mr. Mohit Yadav in the Admission cell (3rd Floor, PDDU Block) before September 15, 2025 (Timing 1:00-1:30 pm. only)**


All B. Arch 1st year students should submit a scanned copy of the following original documents to **Mr. Arvind Kumar in the Computer Lab by 20 September 2025 (Timing 1:00-1:30 pm. only): -**

(1) High School Marksheet/Certificate, Diploma Marksheet/Certificate	(6) Signature (in .jpg format of 50 KB size)
(2) Intermediate Marksheet/Certificate	(7) Seat Allotment Letter (UPTAC-2025)
(3) Caste Certificate (if applicable)	(8) Aadhaar Card
(4) Income Certificate (if applicable)	(9) Gap affidavit (if applicable)
(5) Colour photograph (in .jpg format of 50 KB size)	(10) Transfer Certificate/ Migration Certificate

All the aforementioned documents shall be in **pdf format of individual size of 500 KB** (except the photograph and signature).

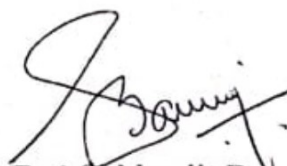
The students who were given an extension at the time of admission to submit their missing documents, and who have still not submitted the missing documents, are hereby given a chance and advice to **submit the missing documents by 20 September 2025 (Timing 1:00-1:30 pm. only) to the admission Cell.**

The students who fail to submit the missing document by the aforementioned date and time shall not be considered for enrollment process and due to unavailability of documents the admission of student will be cancelled as per University norms the whole responsibility of the same shall lie with the student himself/herself.


(Prof. (Dr.) Subhrajit Banerjee)
Coordinator – Admission Cell

Copy to: For information and necessary action

1. Principal/ Dean, FoAP
2. In-charge –I.T. Cell
3. Mr. Mohit Yadav
4. Mr. Arvind Kumar
5. Guard File


(Prof. (Dr.) Subhrajit Banerjee)
Coordinator – Admission Cell
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