



B. P. PODDAR INSTITUTE OF MANAGEMENT & TECHNOLOGY  
PODDAR VIHAR : 137, VIP Road, Kolkata – 700 052

# **NOTICE**

Ref.No.BPP/Notice/Reg(Actg)./1705/2023

Date: 23.11.2023

Superseding the earlier notice (**Ref. No. BPP/Notice/Reg/1704/23, dt. 21<sup>st</sup> November**) regarding MAKAUT phase - II online registration, all 1<sup>st</sup> year B.Tech, MCA, M.Tech & 2<sup>nd</sup> Lateral entry students of Academic year 2023 - 2024 are advised **not to fill up the Google form provided in the earlier notice further** , since It has been observed that many of the students haven't submitted proper data in the form.

Now the concerned students are advised to bring the scan copy of the verified documents through pendrive / email / mobile to the allotted lab as per attached schedule provided in the earlier notification (**Ref. No. BPP/Notice/Reg/1704/23, dt. 21<sup>st</sup> November**) .

● **The list of required scanned documents are provided in the Annexure attached .**

- 1. 1<sup>st</sup> Year B.Tech (Annexure - I)**
- 2. MCA & M.Tech (Annexure - II)**
- 3. 2<sup>nd</sup> Year Lateral (Annexure - III)**

Sd/-

Dr.Subhasish Pradhan  
Registrar (Actg.)  
Copy to :

- (1) Principal's Office
- (2) Dy.Registrar
- (3) All HOD's/ Section in-charge
- (4) System Cell (for website)
- (5) Office File



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**Annexure : I**

Required Scanned copy of Documents to be uploaded (**ONLY VERIFIED & BPPIMT STAMPED PDF DOCUMENTS**)  
at the time of Registration

**FOR 1<sup>ST</sup> YEAR B.TECH STUDENTS:**

| Sl. No. | Name of the document   | Format in which to be scanned and File Size | File Size of the scanned document is not more than |
|---------|--|---|--|
| 1.      | Passport size photo of the student   | .Jpeg or .jpg                               | 200 KB   |
| 2.      | Signature of the student   | .Jpeg or .jpg                               | 200 KB   |
| 3.      | For Counselling Students: only Allotment Paper<br>(only verified & BPPIMT stamped PDF document)<br>For Decentralized / Direct Students: only Rank Card<br>(only verified & BPPIMT stamped PDF document)  | PDF   | 200 KB   |
| 4.      | Class X admit Card/ Birth Certificate<br>(only verified & BPPIMT stamped PDF document)   | PDF   | 200 KB   |
| 5.      | Final 12 <sup>TH</sup> Mark Sheet<br>(If any candidate has the 12th mark sheet in more than one piece (like in case of improvement examination) he/she must upload both mark sheets combined in one PDF file)<br>(only verified & BPPIMT stamped PDF document) | PDF   | 200 KB   |
| 6.      | Anti Ragging Declaration<br>(Online Undertaking by the student and Guardian)<br>(only verified & BPPIMT stamped PDF document)  | PDF   | 200 KB   |
| 7.      | Domicile Document (as applicable)<br>(only verified & BPPIMT stamped PDF document)   | PDF   | 200 KB   |
| 8.      | Caste Certificate Proof (as applicable)<br>(only verified & BPPIMT stamped PDF document)   | PDF   | 200 KB   |
| 9.      | Income Certificate (TFW Student only)  | PDF   | 200 KB   |
| 10.     | H.S Passing year & Registration No.  |   |  |
| 11.     | Aadhaar No.  |   |  |
| 12.     | Blood Group  |   |  |



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**FOR MCA AND M.TECH STUDENTS:**

***Annexure : II***

| Sl. No. | Name of the document  | Format in which to be scanned and File Size | File Size of the scanned document is not more than |
|---------|---|---|--|
| 1.      | Passport size photo of the student  | .Jpeg or .jpg                               | 200 KB   |
| 2.      | Signature of the student  | .Jpeg or .jpg                               | 200 KB   |
| 3.      | For Counselling Students: only Allotment Paper<br>(only verified & BPPIMT stamped PDF document)<br>For Decentralized / Direct Students: only Rank Card<br>(only verified & BPPIMT stamped PDF document) | PDF   | 200 KB   |
| 4.      | Class X admit Card/ Birth Certificate<br>(only verified & BPPIMT stamped PDF document)  | PDF   | 200 KB   |
| 5.      | Final Mark Sheet (Graduation Marksheet)<br>(only verified & BPPIMT stamped PDF document)  | PDF   | 200 KB   |
| 6.      | Anti Ragging Declaration (Online Undertaking by the student and Guardian) (only verified & BPPIMT stamped PDF document)   | PDF   | 200 KB   |
| 7.      | Domicile Document (as applicable)<br>(only verified & BPPIMT stamped PDF document)  | PDF   | 200 KB   |
| 8.      | Caste Certificate Proof (as applicable)<br>(only verified & BPPIMT stamped PDF document)  | PDF   | 200 KB   |
| 9.      | Final Passing year & Registration No.   |   |  |
| 10.     | Aadhaar No.   |   |  |
| 11.     | Blood Group   |   |  |



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at the time of Registration

**Annexure : III**

**FOR LATERAL STUDENTS:**

| Sl. No. | Name of the document  | Format in which to be scanned and File Size | File Size of the scanned document is not more than |
|---------|---|---|--|
| 1.      | Passport size photo of the student  | .Jpeg or .jpg                               | 200 KB   |
| 2.      | Signature of the student  | .Jpeg or .jpg                               | 200 KB   |
| 3.      | For Counselling Students: only Allotment Paper<br><i>(only verified &amp; BPPIMT stamped PDF document)</i><br>For Decentralized / Direct Students: only Rank Card<br><i>(only verified &amp; BPPIMT stamped PDF document)</i> | PDF   | 200 KB   |
| 4.      | Class X admit Card/ Birth Certificate<br><i>(only verified &amp; BPPIMT stamped PDF document)</i>   | PDF   | 200 KB   |
| 5.      | Final Mark Sheet (Diploma 6 <sup>th</sup> semester Marksheet)<br><i>(only verified &amp; BPPIMT stamped PDF document)</i>   | PDF   | 200 KB   |
| 6.      | Anti Ragging Declaration (Online Undertaking by the student and Guardian)<br><i>(only verified &amp; BPPIMT stamped PDF document)</i>   | PDF   | 200 KB   |
| 7.      | Domicile Document (as applicable)<br><i>(only verified &amp; BPPIMT stamped PDF document)</i>   | PDF   | 200 KB   |
| 8.      | Caste Certificate Proof (as applicable)<br><i>(only verified &amp; BPPIMT stamped PDF document)</i>   | PDF   | 200 KB   |
| 9.      | Final Passing year & Registration No.   |   |  |
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