



UNIVERSITY COLLEGE OF ENGINEERING KANCHEEPURAM

(A Constituent College of Anna University, Approved by AICTE)

Chennai – Bangalore Highway, Ponnerikkarai
Karaipettai Village & Post, Kancheepuram – 631 552

Prof. V.KAVITHA
Dean

CHECKSLIP

FIRST YEAR B.E. ADMISSIONS: 2022 – 2023

Name of the Student:

Community :

Allotment No:

Department: CSE / ECE / EEE / MECH

Sl.No.	DOCUMENTS TO BE PRODUCED (XEROX COPY-ONE SET)	Yes	No	Remarks
1	Allotment Order Issued By TNEA			
2	Transfer Certificate			
3	Community Certificate (If Applicable)			
4	First Graduate Certificate & Joint Declaration (If Applicable)			
5	10 th Mark Sheet			
6	11 th Mark Sheet			
7	12 th Mark Sheet			
8	Aadhaar Card			
9	Medical Fitness Certificate			
10	Income Certificate (If Applicable)			
11	Differently Abled Certificate (If Applicable)			
12	Nativity Certificate (If Applicable)			
13	Fee Receipt			

Checked by: _____
(Signature of Verifying Officer)

Name :

Designation :

Date :



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FIRST YEAR B.E. ADMISSIONS: 2022 – 2023

Name of the Student :

Community :

Allotment No:

Department: CSE / ECE / EEE / MECH

FG/NFG:

Sl.No.	DOCUMENTS TO BE PRODUCED(ORIGINALS)	Yes	No	Remarks
1	Allotment Order Issued By TNEA			
2	10 th Mark Sheet			
3	11 th Mark Sheet			
4	12 th Mark Sheet			
5	Transfer Certificate			
6	Community Certificate (If Applicable)			
7	First Graduate Certificate (If Applicable)			
8	First Graduate Joint Declaration(If Applicable)			
9	Medical Fitness Certificate			
10	Datasheet downloaded from https://www.auegov.ac.in website			
11	Anti-Ragging Undertaking downloaded from https://www.auegov.ac.in website in student portal			
12	Joint Declaration Form downloaded from https://www.auegov.ac.in website in student portal			
13	Undertaking Form downloaded from https://www.auegov.ac.in website in student portal			
14	Bonafide certificate for studying in Government school from VI to XII (if under 7.5% Quota students only)			
15	Differently Abled Certificate (If Applicable)			
16	Nativity Certificate (If Other State Student)			
17	Passport size photograph - 4 No.'s (Name & Branch should be written on backside)			

Checked by : _____
(Signature of Verifying Officer)

Name/ Designation :



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First Year Data Sheet 2022-2023

Student's
Photograph

Branch :.....

Allotment Order No:			
1	Name of the Student		
2	Date of Birth (DD/MM/YY)	Gender: MALE / FEMALE	
3	Branch Admitted	B.E. CSE / EEE / ECE / MECH	
4	Qualifying Examination	HSC(Academic)/HSC (Vocational)/HSC(CBSE)/ISC/OTHERS	
5	Graduation Status FG/ NFG		
6	Special Reservation if any...	Physically Challenged/Sports/Ex-service/Others	
7	Nationality & Religion	Blood Group:	
8	Community & Caste	Caste:	
9	Name of the Father	Occupation:	
10	Name of the Mother	Occupation:	
11	Name of Guardian (If applicable)	Hosteller/Day scholar:	
12	Annual Income of Father (In Rs.)		
13	Nativity Address (In BLOCK LETTERS)		Taluk:
			District:
			Pincode:
14	Correspondence Address (In BLOCK LETTERS)		Taluk:
			District:
			Pincode:
15	Parents Contact Numbers	☎ Father :	☎Mother:
16	Student's Mail Id		
17	Student's Mobile Number	☎ Student Mobile no:	
18	Aadhar Number		

Student Signature

I. Procedure for Registering Mobile Number

Important Note:

The mobile number registered here will be used for all communications in future. This mobile number will be printed on the SMART CARD. DO NOT register temporary mobile number. After registration, if you want to change the mobile number, you have to apply through the Dean of the college.

- Step 1: Go to <https://www.auegov.ac.in/> and select "softwares icon" and select "Datasheet" submenu. (Google chrome is the preferred browser but all latest browsers are supported.)
- Step 2: Enter application number, Date of Birth, Mobile number (registered during counselling process) and select admission year.
- Step 3: Enter Captcha and Click Login.
- Step 4: Select Registration menu and select Mobile registration submenu. Enter the mobile number to be registered.
- Step 5: Click "Get OTP". **If OTP is not received, wait for 30 seconds before you click "Regenerate OTP".**
- Step 6: Enter the OTP, you have received in your mobile and click verify OTP. Check the message displayed on the screen.

Procedure for Registering E-Mail Id

Important Note:

The e-mail id registered here will be used for all communications, DO NOT register temporary e-mail id.

- Step 1: Go to <https://www.auegov.ac.in/> and select "softwares icon" and select "Datasheet" submenu. (Chrome is the preferred browser but all latest browsers are supported)
- Step 2: Enter application number, Date of Birth, Mobile number (registered during counselling process) and select admission year.
- Step 3: Enter Captcha and Click Login.
- Step 4: Select Registration menu and select Email registration submenu. Enter the Email id to be registered.
- Step 5: Click "Get OTP".
- Step 6: Enter the OTP, you have received in your mail and click verify OTP. Check the message displayed on the screen.

II. Procedure for filling the student smartcard data sheet through online

Important Note: Scan the original documents **with 75 DPI resolution**. The size of a single file should be **less than 150 kb**. **DO NOT** scan the documents using **cam scanner or mobile**. All the documents except photo, **should be in PDF** format only. Photo should be **less than 50 kb** and in **JPEG** only.

Before proceeding to pay admission cum term fees, student have to fill the data for smartcard.

- Step 1: Go to <https://www.auegov.ac.in/> and select "softwares icon" and select "Datasheet" submenu. (Google chrome is the preferred browser but all latest browsers are supported.)
- Step 2: Enter application number, Date of Birth, Mobile number (registered during counselling process) and select admission year.
- Step 3: Click Login.
- Step 4: View existing data under Dashboard menu.
- Step 5: Fill personal, academic details using "Add/Edit Data Sheet" submenu of "Data Sheet" menu
- Step 6: Click "Add" button to save.
- Step 7: Check the entered details on the screen. To make corrections use "Edit" button make correction and click "Update".
- Step 8: Select "view/confirm Data Sheet" submenu of "Data Sheet" menu, and Click "View PDF" to Generate PDF file with "Tentative Report" water mark, check all the details entered are correct, if all data are correct, complete the data entry by clicking "Confirm" button at the end of the PDF file. If "No" is selected, close and edit the data again.
- Step 9: Upload all the necessary Original certificate's scanned copy in the format prescribed.
- Step 10: Verify each uploaded files for readability and relevance.
- Step 11: Confirm each uploaded certificate

III. Procedure for paying admission cum term fees through online using Internet Banking.

All allotted candidates must pay the admission, semester fee through online payment only

Step 1: Go to <https://www.auegov.ac.in/services.html>, Centre for e-Governance website (Google Chrome is the preferred browser but all latest browsers are supported)

Step 2: Select (Click) "Student Portal "

Step 3: Enter the Registration / Application Number, Date of Birth and press login button and **set password** (Set Password according to the mentioned requirements. Enter the same password in confirm password. "Click set password". Check the message displayed on the screen). The respective student's particulars will be displayed on the webpage. If all the shown information is correct then press "Pay Fees".

Step 4: After clicking Pay Fees, the user will be requested to select a bank for payment on the webpage and proceed to the respective bank's website for payment (if internet banking enters the login name, password and proceed).

Step 5: On successful completion of the transaction, the candidate can take a temporary receipt of the payment for further reference. A signed copy of the receipt will be available in the same portal within 48 workinghours.

NOTE:

1. The signed receipt copy must be produced at the time of admissions.
2. For making payment, at zero transaction charges, the candidate may require an InternetBanking Account in any one of the following banks.
(I) State Bank of India (II) Indian Overseas Bank (III) Indian Bank.
3. Other mode of payments may require transaction charges as indicated in the web portal.

For any clarification on datasheet, admission cum term fees contact support@aeugov.ac.in

Also, contact through <https://www.aukdc.edu.in/form/formlogin.htm> by entering application number.