BENGAL COLLEGE OF ENGINEERING & TECHNOLOGY
DURGAPUR

Ref: BCET/G-19/20

Date: 02.11.2020

URGENT NOTICE
(FOR 1ST YEAR STUDENTS ONLY)

All the newly admitted 1st Year B.Tech. Students during the academic session 2020-21 are to note that the Online University Registration process has already started. As per the requirement of the affiliating University, the below mentioned information is urgently to be provided, failing which the University Registration will not be possible.
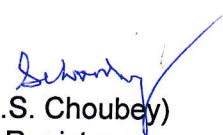
A) All the documents, as mention below, are to be scanned and rename the file and send to our e-mail address (registrarofficebcet@gmail.com) as attachment.

Sl. No.	Particulars	File type and Size	File name*
1.	12th marksheet(Original)	Only .Pdf format not exceeding 300 kb	STREAM NAME-STUDENT NAME-12MS
2.	Passport size photo of the student	Only .jpeg/.jpg format not exceeding 300 kb	STREAM NAME-STUDENT NAME-PHOTO
4.	Full signature of the student	-do-	STREAM NAME-STUDENT NAME-SIGN
5.	Allotment / Rank card (In case of admission through counselling only Allotment Card is required other wise Rank Card)	-do-	STREAM NAME-STUDENT NAME-ALLOTMENT / RANK
6.	Date of Birth proof (10th Admit card or 10th Marksheet)	-do-	STREAM NAME-STUDENT NAME-DOB
7.	Anti Ragging Declaration**	-do-	STREAM NAME-STUDENT NAME-ARD
8.	Domicile Document (Aadhaar card)	-do-	STREAM NAME-STUDENT NAME-AADHAAR

* For Example : If any student admitted in **Computer Science and Engineering** & suppose his name is **Amit Kumar** then his file to be renamed for Sl.No. (1) as CSE-AMIT KUMAR-12MS.pdf and Sl. No.(2) as CSE-AMIT KUMAR-PHOTO.jpg as so on.

B) Students are to download the Excel file(name as "student details") provided by the college and after duly filled up by the student, the same excel file is to be sent to our e-mail address (registrarofficebcet@gmail.com) as an attachment.

C) ** Students are also required to download the Anti Ragging Declaration format as provided by the college and after duly filled up the said format in non-judicial stamp paper of Rs.10/- in all respect and the same file(format) is required to be sent to our e-mail address (registrarofficebcet@gmail.com) as an attachment in scanned .jpg format not exceeding 300 kb.

(S.S. Choubey)
Registrar

REGISTRAR
BENGAL COLLEGE OF ENGINEERING & TECHNOLOGY
SSB SARANI, BIDHANNAGAR, DURGAPUR-12