

GUIDELINES FOR VIRTUAL ADMISSION

The students who are taking virtual admission through the reporting centres of IHRD should follow the instructions given below

1. Inform college before proceeding for virtual admissions. (9447395515, 8547005035)
2. Remit the fees in the college bank account. Account details are given in the college website.
3. Send the scanned copy of original documents listed below to cepoonjar.ihrd@gmail.com as a single ZIP file with file name : < Name of the Student __ Branch > .zip
4. Subject must contain the branch to which admission is taken and the centre from which admission is taken .
5. Documents should be in pdf/jpg format
6. List of documents
 - a) ALLOTMENT MEMO
 - b) MARKLIST OF +2/HIGHER SECONDARY
 - c) PROOF OF DATE OF BIRTH (SSLC or Equivalent)
 - d) TRANSFER CERTIFICATE & COURSE & CONDUCT CERTIFICATE FROM THE INSTITUTION LAST ATTENDED
 - e) RECEIPT OF FEE REMITTED TO CEE
 - f) PROOF OF PAYMENT OF FEE MADE AT BANK.
 - g) UNDERTAKING BY STUDENT & PARENT
 - h) ID CARD OF THE STUDENT (Aadhar or similar documents)
 - i) COMMUNITY & INCOME CERTIFICATES for SC/ST/OEC students
 - j) PHYSICAL FITNESS CERTIFICATE
 - k) Receipt of certificates submitted to the Virtual Admission Centre

Sd/-
PRINCIPAL