



CHECK LIST (FOR FRESHERS FOR ADMISSION 2023-24)

Programme of admission:

OJEE Rank:

Name of the Candidate:

Mobile Number of Candidate:

Father's/ Guardian Name with Mobile number:

Category of admission: (Gen/SC / ST/ Girls / PC / TFW/ Ex-service/Green card/EWS/others)

OJEE /JEE Main - 2023 Application Number:

Sl. No.	Name of the Certificates/Documents	Mark tick \checkmark if attached & mark x if not attached)
1	Copy of the Final Allotment Letter of OJEE-2023	
2	Copy of the JEE-main 2023 Rank Card	
3	OUTR - Admission fee deposit receipt as per branch and the category of the students (Gen/SC/ST/TFW/PC) (Sl. No-1 above)	
4	Photocopies of 10 th mark-sheet and certificate	
5	Photocopies of +2/ Diploma mark-sheet and certificate	
5	Photocopies of Degree mark-sheet and certificate	
6	Photocopies of Caste certificate/PWD Certificate (for SC/ST/PC candidates)	
7	Photocopies of Nativity/ Residential Certificate (in case of SC/ST/Girls/PC candidates)	
8	Photocopies of Income Certificate for TFW student for the current financial year (if candidate has taken admission under TFW category)	
9	Photocopies of EWS certificate for the current financial year (if candidate has taken admission under EWS category)	
10	Photocopies of Green Card (if admission taken under Green card category)	
11	Copy of the Aadhaar Card	
12	Original CLC and conduct certificate	
13	TWO passport size photographs	
14	TWO Original Affidavits in the prescribed format (Annexure - I & II) in non-judicial stamp paper of Rs 10/- each.	

Date:

Signature of Candidate

Signature of Verification Officer with Name

AFFIDAVIT BY THE STUDENT

I..... (Full name of student with JEE Roll No./ registration number) S/o D/o Mr./Mrs./Ms..... having been admitted to (Name of the Institution) have received a copy of the AICTE Regulations on Curbing the Menace of Ragging, 2009 (hereinafter called the 'Regulations') carefully read and fully understood the provisions contained in the said Regulations.

- 1) I have, in particular, perused clause 4 of the Regulations and am aware as to what constitutes ragging.
- 2) I have also, in particular, perused clause 8 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against me in case I am found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.
- 3) I hereby solemnly aver and undertake that
 - a) I will not indulge in any behavior or act that may be constituted as ragging under clause 4 of the Regulations.
 - b) I will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 4 of the Regulations.
- 4) I hereby affirm that, if found guilty of ragging, I am liable for punishment according to clause 8 of the Regulations, without prejudice to any other criminal action that may be taken against me under any penal law or any law for the time being in force.
- 5) I hereby declare that I have not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, I am aware that my admission is liable to be cancelled.

Declared this..... day of..... month ofyear.

Signature of deponent Verification

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at (Place) on this the (Day) of (Month).....(Year)

Signature of deponent

Solemnly affirmed and signed in my presence on this the..... (Day) of (Month)..... (Year) after reading the contents of this affidavit.

OATH COMMISSIONER

(The Affidavit form duly prepared in a non-judicial stamp paper of Rs.10/- and signed by 1st class Magistrate or Notary should be submitted by all the students on the day of reporting)

AFFIDAVIT BY PARENT / GUARDIAN

I Mr./Mrs./Ms..... (Full name of parent/guardian) father/mother/guardian of (full name of student with JEE Roll No./ registration number), having been admitted to..... (Name of the Institution) have received a copy of the AICTE Regulations on Curbing the Menace of Ragging, 2009 (hereinafter called the 'Regulations') carefully read and fully understood the provisions contained in the said Regulations.

I have, in particular, perused clause 4 of the Regulations and am aware as to what constitutes ragging.

1) I have also, in particular, perused clause 8 of the Regulations and am fully aware of the penal and administrative action that is liable to be taken against my ward in case he/she found guilty of or abetting ragging, actively or passively, or being part of a conspiracy to promote ragging.

2) I hereby solemnly aver and undertake that

- a. My ward will not indulge in any behavior or act that may be constituted as ragging under clause 4 of the Regulations.
- b. My ward will not participate in or abet or propagate through any act of commission or omission that may be constituted as ragging under clause 4 of the Regulations.

3) I hereby affirm that, if found guilty of ragging, my ward is liable for punishment according to clause 8 of the Regulations, without prejudice to any other criminal action that may be taken against my ward under any penal law or any law for the time being in force.

4) I hereby declare that my ward has not been expelled or debarred from admission in any institution in the country on account of being found guilty of, abetting or being part of a conspiracy to promote, ragging; and further affirm that, in case the declaration is found to be untrue, the admission of my ward is liable to be cancelled.

Declared this..... day of..... month of.....year.

Signature of deponent

Name:.....
Address:.....
Telephone/ Mobile:.....

Verification

Verified that the contents of this affidavit are true to the best of my knowledge and no part of the affidavit is false and nothing has been concealed or misstated therein.

Verified at (Place) on this the (Day) of (Month)..... (Year)

Signature of deponent

Solemnly affirmed and signed in my presence on this the..... (Day) of..... (Month)..... (Year) after reading the contents of this affidavit.

OATH COMMISSIONER

(The Affidavit form duly prepared in a non-judicial stamp paper of Rs.10/- and signed by 1st class Magistrate or Notary should be submitted by all the students on the day of reporting)



DECLARATION FOR NON-EMPLOYMENT

I, Mr./ Ms./ Mrs..... Son/ Daughter/ Wife of
..... Village
P.O P.S Dist
PIN State, a regular student of 1st
Semester M.Tech./ M.Plan./ MCA/ M.Sc./ MBA (tick the appropriate one) of OUTR,
Bhubaneswar admitted in the academic session _____, do hereby declare that, I am
presently not employed in any Govt./ Public Sector/ Private Organization, anywhere, inside or
outside the state of Odisha.

Further, I do hereby undertake that, I shall not engage myself in any type of such
employment scheme as declared above and/or any other admission process, during the tenure of
my studentship at OUTR, Bhubaneswar.

I also undertake that, the above declaration submitted by me, is true to the best of my
knowledge and belief. In case of any violation of the aforesaid declaration, my admission will be
cancelled and my name will be struck-off from the Institution.

Signature of the student with date

JEE Enrolment No.:

Programme: M.Tech./M.Plan/MCA/M.Sc./MBA
(Tick the appropriate one)

Discipline/ Specialization:

Phone/ Mobile No.:

E. Mail Id:

Signature of Parent/ Guardian

with date

Phone/ Mob. No.: