



## EMINENT COLLEGE OF MANAGEMENT & TECHNOLOGY

MOSHPUKUR, BARBARIA, BARASAT, P.O.: JAGANNATHPUR, 24 PGS (N), KOLKATA - 700126.  
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### ADMISSION FORM FOR THE SESSION - 2025-2026

1. COURSE APPLIED FOR (BCA/BBA/BBA in Hospital Management / B.OPTOM./BMLT )

2. NAME IN FULL : .....

3. DATE OF BIRTH : .....4. GENDER : MALE / FEMALE / OTHER.....

5. ADDRESS

A. PRESENT : .....

B. PERMANENT : .....

6. AADHAAR CARDNO : ..... BLOOD GROUP:.....

7. RELIGION : ..... CASTE : ..... NATIONALITY : ..... MOTHER TONGUE .....

8. CONTACT DETAILS:

RESIDENCE : ..... MOBILE : ..... EMAIL: .....

9. FATHER'S NAME : ..... PHONE: .....

10. MOTHER'S NAME : ..... PHONE : .....

11. GUARDIAN'S NAME : ..... RELATION: .....

FULL OFFICE ADDRESS : .....

OCCUPATION OF GUARDIAN : ..... MONTHLY INCOME : .....

CONTACT NO. : ( A ) OFFICE : ..... ( B ) RESIDENCE / MOBILE : .....

12. ARE YOU A FOREIGN STUDENT ? (Y/N) : CITIZEN OF? (COUNTRY NAME) : .....

PASSPORT NO.: ..... DATE OF ISSUE : .....

VISANO: ..... DATE OF ISSUE : .....

FRRO STATUS : .....

13. ACADEMIC QUALIFICATION:

NAME OF THE EXAMINATION	NAME OF SCHOOL / COLLEGE	YEAR OF PASSING	NAME OF BOARD / UNIVERSITY	SUBJECTS	% OF MARKS IN AGGREGATE	DIV / CLASS / GRADE

14. PERCENTAGE OF MARKS OBTAIN IN ENGLISH LANGUAGE: A) 10<sup>TH</sup> B) 12<sup>TH</sup>

15. IF APPLIED FOR BCA, PROVIDE PERCENTAGES IN RESPECTIVE SUBJECTS IN 10 + 2 (WRITE 'NA' OTHERWISE)

COMPUTER SCIENCE :  COMPUTER APPLICATION :  MATH :

BUSINESS MATH :  STATISTICS :

16. MUST CLEAR CET EXAMINATION CONDUCTED BY UNIVERSITY.

17. DO YOU NEED HOSTEL ACCOMMODATION? (Y/N) :

18. ANTI RAGGING UNDERTAKING REFERENCE NO.:

Affix a passport size color photograph & provide three more copy for Identity card

## VOLUNTARY DECLARATION

We are taking admission in **EMINENT COLLEGE OF MANAGEMENT & TECHNOLOGY**, affiliated to **Maulana Abul Kalam Azad University of Technology, West Bengal** (formerly known as **West Bengal University of Technology**) for the **Current Session**.

We, the undersigned signatories as student and guardian hereby agree to abide by all the rules and regulations which are in force or will be framed from time to time by the university / institute authorities. We also understand that the **EMINENT COLLEGE OF MANAGEMENT & TECHNOLOGY** is private and self-financed Institute and hence timely payment of fees is of paramount importance. We agree and undertake to pay fees within due date of each semester. We understand that in case student fall sick, the authorities will try to arrange medical support through outside physician/hospital/nursing home, etc. whichever be available. Cost of such treatment including ambulance/cab hiring expenses will be paid by the college authority, which must be reimbursed immediately, failing which next semester fees will not be accepted.

Delay in Fee Payment (Days / Weeks)	Late Fine Charge
<ul style="list-style-type: none"><li>● If Tuition Fee is paid in between 1st week after due date.</li><li>● If tuition fee is paid after 1st week from due date but paid inbetween 1st week and 2nd week after 1st due date.</li><li>● If tuition fee payment exceeds 15 days from due date.</li></ul>	<ul style="list-style-type: none"><li>● Late Fine Rs. 500/- (Five Hundred only)</li><li>● Late Fine Rs. 1000/- (One Thousand only)</li><li>● Late Fine will be decided by the management of the College.</li></ul>

Scholarships are limited. So every student has to apply separately for scholarship and go through the screening procedure.

College has limited hostel facilities and hostel accommodation is a privilege and not a right. Any misbehavior, indiscipline, unhygienic living, short attendance and non-payment of fees & charges, failing in more than four subjects in an academic year will result expulsion from the hostel.

Hostel norms or rules & regulations will be provided to each student and has to be strictly followed by him / her.

We further undertake not to participate or organize any type of organizational activities without the written permission of the college authorities. Though college is not bound to provide the transport service yet it will be provided as a complimentary service from nearest busstop only maintaining pre scheduled time. If anybody individually or collectively indulges in indiscipline, the authorities may suspend classes' sine-die. All students are expected to come to the college in college uniform. College is a secular organization. No religious dress or discrimination in any form on the basis of caste, language, region or religion will be permitted. Any activity that may cause disaffection amongst students or staff towards others on caste, religion, language criterion will be viewed as anti activity. **Ragging in any form will be dealt with as per Supreme Court directive and will result expulsion from the Institute. Affidavit for anti ragging and other necessary documents as per regulation of college authority must be submitted within 15 days from the date of admission.**

We are aware that the students are required to attend 100% classes. Up to 20% absence is permitted by the college on medical or other serious personal reasons. If the attendance is less than 80%, the student will not be allowed to sit for the exams and he/she will be asked to repeat the Academic year/ Semester.

ECMT Placement cell will assist all ECMT students to get job if they qualify the following conditions:

1. Minimum 60% marks in aggregate in the respective course applied for.
2. Minimum 80% attendance of all academic programs in all semester.
3. In case of any indiscipline and misbehavior of individual or group, the placement scheme will be null & void for concerned student.
4. Placement will be anywhere in India. Candidate must attend all interview suggested by the Placement Department of the Institute at the candidates own expenses for travel, boarding and lodging.
5. ECMT will provide all the facilities regarding placement. Students will be solely responsible to fulfill the criteria required by the companies.
6. Semester fees must be paid in time. As the institute's basic source of revenue is student fees, payment of fees in time is the essence of this contract/understanding. Fees must be paid within due date as above mentioned, failing which the placement assistance scheme will be null & void for the concerned student.

We hereby undertake and agree that the admission is subject to local jurisdiction.

SIGNATURE OF STUDENT

SIGNATURE OF GUARDIAN

AUTHORIZED SIGNATURE

DATE:

DATE:

DATE:

### FOR OFFICE USE ONLY

ADMISSION NO. ....

DATE :

SIGNATURE OF THE ADMINISTRATIVE OFFICER