

**Rajiv Gandhi Institute of Technology Kottayam**

**Spot allotment for vacant seats of B.Tech Programmes**

**Date: 12.09.2025 (Friday)**

**Venue : Administrative Block-Ground floor**

**Vacancy Position** (as on 11/09/2025): **CS (SM)-1 no.** *(Additional vacancies can arise on 12/9/2025, due to spot admission in other GECs on the same date)*

- **Only candidates in KEAM-2025 ranklist will be allowed to appear in spot admission.**
- Candidate should report at the Help-Desk in the administrative block of the institution **before 12 noon, on 12.09.2025.**
- Candidates reporting after **12 noon** will not be considered for allotment.
- Candidates who cannot attend the allotment process in person due to unavoidable personal exigencies can authorize a representative to attend the allotment process on his/her behalf. Such representatives should submit an **authorization letter** (format published in college website under Admission 2025). **No other format will be acceptable.**

**Documents to be submitted for the spot allotment process**

**1. For fresh admissions**

- i. KEAM Data Sheet
- ii. Plus Two Mark Sheet
- iii. SSLC/10th Certificate
- iv. Original proof of date of birth (SSLC/Birth Certificate/Valid Indian Passport)
- v. Original proof of nativity (SSLC/Birth Certificate/Valid Indian Passport or any valid document as per KEAM Prospectus 2025)
- vi. Non-Creamy Layer Certificate (for SEBC/OEC candidates)
- vii. EWS Certificate (for EWS category)
- viii. Caste/Community Certificate (for SC/ST/Jews category)
- ix. Transfer Certificate (**Original TC is mandatory**; candidates without TC will not be permitted to join)
- x. Conduct Certificate
- xii. Physical Fitness Certificate in the format given in the KEAM 2025 Prospectus
- xiii. Migration Certificate (for boards other than HSC/VHSC)
- xiv. Pass Certificate of the qualifying examination (if issued)
- xv. Any other certificate for claim of eligibility

- If studying in any other course/ institution (not allotted through KEAM), a Possession Certificate issued by the institution mentioning the list of the certificates in their possession, a **No Objection Certificate** and all the remaining certificates (if any) in original

## **2. Candidates already admitted to an Engineering College through KEAM**

- KEAM Data sheet
- Admission Slip issued by the College last admitted.
- Photocopies of plus 2 certificates, date of birth, nativity, and certificates claiming your eligible category (if applicable)
- No Objection Certificate (NOC)- format published in college website under Admission 2025. **No other format will be acceptable.**
- Students admitted in following categories of colleges **need not bring NOC**:
  - Govt. Engineering Colleges
  - Govt-Aided Engineering Colleges
  - Govt. cost sharing Engineering Colleges (CAPE, IHRD, LBS, CCE, KSRTC)
  - CUSAT
- Those who get allotment in the Spot Allotment should take admission to the college immediately with all the required documents. No extension for joining will be given under any circumstances.
- Full Tuition fees need to be paid by candidates taking admission in spot allotment (Fees already remitted to CEE, if any, has to be claimed from CEE later).
- Total approximate fees to be paid at the time of spot admission is **Rs.25,000/-**

Pampady,  
11/09/2025

**PRINCIPAL**