

Federal Institute of Science and Technology(FISAT)

B.Tech Admission 2024. Government Quota Counselling

Instructions to the candidates.

1. Please submit the following documents for the Counselling.

1.1	Admit Card of KEAM
1.2	Allotment Memo (2 copies). Ensure it is second allotment Memo
1.3	Receipt of fee remitted at Bank/Online as instructed by CEE
1.4	Entrance Mark Data Sheet issued by KEAM-CEE- (3 copies)
1.5	Mark list of 12th standard/Equivalent Exam in Original with 3 copies (Not attested)
1.6	SSLC/equivalent certificate in Original to prove date of birth with 3 copies (Not attested)
1.7	Migration Certificate
1.8	Transfer Certificate in original from the institution last studied
1.9	Course and conduct certificate in original from the institution last studied
1.10	Physical Fitness certificate in the format provided in the prospectus for Entrance Exam.
1.11	Eligibility Certificate from University (if applicable)
1.12	4 Passport size (colour)Photographs
1.13	Community/Income Certificate /EWS certificate as proof in support of any claim of Reservation.(if applicable)
1.14	Copy of Aadhar Card
1.15	Originals of the documents uploaded on the website of CEE.
1.16	Details of College Fee paid.

2. The candidates have to submit the duly filled printouts of the student data sheet, PTA form and Admit card during counselling. To fill out the student data sheet, please log into FISAT Govt Quota B.Tech admissions. Click on Registrations. After the submission of basic data, you will get a provisional admission number through the registered mail id. The same will pop in the window also. User ID and Password are needed for further reference. So please note the same. Use the provisional admission number as the User ID and password, any one of your mob numbers registered with CEE to open the formats. Please take printouts of the Admit card and PTA form also and duly fill them. You have to bring duly filled printouts of (a) The Student data Sheet (b) PTA form (c) Admit card.
3. Fee payment has to be done at least on the previous day of counselling. The payment can be made through any of the following methods. Cash payment will not be accepted.
- (a) _Fee can be paid through our portal. To make the fee payment through our portal, please log into the FISAT website.
Click on the “login” button which appears on the top (right) of the page.

User Id is your provisional admission number and password is any of your mob numbers registered with CEE. (The provisional number is Admission number you already received for filling the student data sheet.(Helpline Number: Mr Srijit Pisharatoy, 9895415674. Silvester V E: 9497527204, Smt Simi Mohan 9747347290) Click on “Fee Payment”.

Click on “Click here to enter payment details (not via portal)”.

Enter the Fee paid details.

Save.

(b) You can make the payment by NEFT in the FISAT Bank account also.

BANK NAME	THE FEDERAL BANK LTD
BRANCH NAME	HORMIS NAGAR
ACCOUNT NAME	FISAT
ACCOUNT NUMBER	17140100001036
IFSC CODE	FDRL0001714
PHONE	0484-2725214, Mr. Sreejith Pisharady: 9895415674

For NEFT transactions/payments through banks, the transaction ID/Fee paid details have to be uploaded in the FISAT portal.

The following steps may be followed to upload fee payment details in the FISAT . Log into the FISAT website.

Click on the “login” button which appear on the top (right) of the page.

User Id is your provisional admission number and password is any of your mob numbers registered with CEE, which you received for filling student information sheet Click on “Fee Payment”.

Click on “Click here to enter payment details (not via portal)”.

Enter the Fee paid details.

Save.

(c) You can also make the payment by cheque or DD. Cash payment will not be accepted during counselling.

4. Candidates are requested to follow the instructions from Admission cell/Departments for the smooth Conduct of Counselling.