योजना तथा वास्तुकला विद्यालय, विजयवाड़ा
School of Planning and Architecture, Vijayawada
An Institute of National Importance, MoHRD, Govt. of INDIA.

UG Programme

ADMISSION CHECK LIST -(2018-19)

Candidate Name: _____   **Course:** _____

Sections	Original Document Verifications /Proceedings	Status (√)	Signature of officer
Section: 1 **Reception Desk/ Information Desk**	Issue of Application, forms & Affidavits a) Admission Form b) Hostel Request Form c) Hostel Record Form d) Hostel Undertaking I & II e) Anti – Ragging Affidavits I & II f) Hostel Rules and Regulations g) Scholarship Form (if eligible)		
Section: 2 **Documents Verification**	Original Provisional Allotment & Admission Letter from Reporting Center		
	Choice filling /locking, Seat Allotment Copy duly signed by candidate		
	Fee receipt (both CSAB & SPAV)		
	Admit Card of JEE-MAINS-2018/DASA-2018-19 (SAT Exam)		
	Score Card of JEE-MAINS-2018/DASA-2018-19 (SAT Test)		
	Pass port (For Foreign students only)		
	Class X (High School) Board Certificate as proof of date of birth		
	Pass Certificate and Marks sheet of qualifying examination.		
	Certificates of category (SC/ST/OBC-NCL/PWD) In the prescribed format of CSAB - 2018.		
	Certificate for Persons with Disabilities (PWD)		
	Medical Certificate from MBBS Doctor		
Section: 3 **Fee deposit Counter**	Payment of Fees (Hostel, Mess and Transport) etc.		
Section: 4 **Admission Confirmation**	Submission of all Documents above along with 10 Passport size photos, Xerox copy of Bank Pass Book first page & Aadhaar Card Overall checking and Confirmation of Admission.		
Section: 5 **Hostel Allotment**	Verification of Hostel Forms, Affidavits, Fee Receipts and allotment of Hostel & Room No.		