

# GUIDELINES FOR ALL NEWLY ADMITTED FIRST YEAR STUDENTS (ACPC/TFWS/Management/NRI/Out State/Vacant category)

## STEPWISE PROCEDURE TO BE FOLLOWED BY ALL NEWLY ADMITTED STUDENTS

STEP 1: Report at Reporting section in CAD/CAM lab

STEP 2: Deposit the requisite fees at Account office.

STEP 3: Fill the Student Profile Form

**STEP4:** After depositing the requisite fees at Account Office, submit following documents & get temporary enrollment number to be used for future correspondence (till the allocation of permanent enrollment number).

# List of Documents to be submitted at Academic Section with this Form

### **Diploma Engineering**

Copy of Admission Slip/Admission Order/Admission Letter (ACPC students)				
Copy of College Fee Receipt				
Copy of 10th Mark-sheet				
Copy of School Leaving Certificate				
Passport Size Photographs				
Copy of Free Ship Card (if applicable)				
Copy of Aadhar Card				
Original Migration Certificate(Other than Gujarat Board (GSEB))				

#### **STEP 5:** Report to respective departments for continuing classes and getting class time-table.

#### **Contact Details**

Preliminary				
Contact	Reception	02692 -233680		
I/C Academic				
Section	Dr. Anil S. Nandane	9924947589	academic@adit.ac.in	
	Mr Nirmal Sharma	9925767817	academic@adit.ac.in	
First Year				
Coordinator	Dr. S K Misra	8511373969	fycoordinator@adit.ac.in	
Principal	Dr. Vishal Singh	9427603032	principal@adit.ac.in	