



## GOVERNMENT OF KERALA

### Abstract

Co-operation Department – CAPE – prospectus for B.Tech. Degree admission to management seats reserved for children of employees working in Co-operative Sector/Institutions in Kerala – Approved. - Orders issued.

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### CO-OPERATION (B) DEPARTMENT

G.O.(Rt)No. 311/2017/Co-op Dated, Thiruvananthapuram, 15/06/2017

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Read: 1. G.O.(Rt)No.29/17/Co-op dated 18/01/2017.

2. Letter No. Acd-1754/2017/CAPE/1214 from the Director, CAPE.

### ORDER

As per letter read as 1<sup>st</sup> paper above, Government have ordered to revise the allocation of B.Tech. seats for the centralised allotment process of the Commissioner of Entrance Examination from the academic year 2017-18. 10% seats from those earmarked for Management Quota in each branch were reserved for the children of employees working in Co-operative Sector/Institutions in Kerala to which Registrar of Co-operative Societies is controlling authority by statute. As per letter read as 2<sup>nd</sup> paper above, The Director, CAPE has submitted prospectus for B.Tech. Degree admission to management seats reserved for children of employees working in Co-operative Sector/Institutions in Kerala to which Registrar of Co-operative Societies is controlling authority by statute.

Government, after examining the proposal, do hereby approve the prospectus as detailed in the Annexure to this order.

(By Order of the Governor)

P.S. RAJESH

ADDITIONAL SECRETARY TO GOVERNMENT

To

The Commissioner of Entrance Examination, Thiruvananthapuram.  
The Director, CAPE, Co-Bank Towers, Palayam, Thiruvananthapuram  
✓ The Registrar of Co-operative Societies, Thiruvananthapuram.  
Health & Family Welfare Department.  
The Information Officer, Web and New Media, Thiruvananthapuram.  
Stock File/ Office Copy

Forwarded/By Order

Section Officer

**Prospectus for B.Tech Degree admission to Management Seats reserved for children of employees working in Co-operative Sector/Institutions Kerala to which Registrar of Co-operative Society is the controlling authority by statute.**

The Co-operative Academy of Professional Education (CAPE) is an autonomous society registered in 1999 under the Travancore-Cochin Literary, Scientific and Charitable Societies Act, 1955 on the basis of the Memorandum of Association and the Rules approved by the Government of Kerala and promoted by the Co-operation Department, Government of Kerala. The Co-operative Academy of Professional Education (CAPE) is aiming to establish Educational Institutions in various professional fields to provide facilities and promote Education and Training. The Hon'ble Chief Minister of Kerala is the Ex-Officio Chairman of the Society. The Hon'ble Minister for Co-operation is the Ex-Officio Vice Chairman and with the Director of the Academy as the Member Secretary of the Society.

Applications are invited in the prescribed format for admission of candidates to B.Tech degree courses to the seats reserved for children of employees working in Co-operative Sector/Institutions Kerala to which Registrar of Co-operative Society is the controlling authority by statute for the academic year 2017-18.

**Eligibility:** Candidates who are eligible as per the prospectus issued by the Commissioner for Entrance Examinations, Kerala for admission 2017-18(Government controlled self financing institutions – Management Quota seats) can apply

**Age:** Applicant should complete 17 years of age as on 31.12.2017. No relaxation on the minimum age will be allowed. There is no upper age limit.

**Application form:**

1. All applications are to be submitted through online mode from the website of CAPE ([www.capekerala.org](http://www.capekerala.org)) before 5.00 P.M as per schedule.
2. The application fee is Rs.500/-. The fees must be paid online through SB Collect.
3. Besides the on-line submission, the duly signed printed copy of the online application with proof of application fees paid and all other required documents (self attested) should be submitted to **Director, CAPE, 1st Floor, COBANK Towers, Vikasbhavan P.O., Thiruvananthapuram – 695 033.**

**Documents to be submitted along with the applications**

1. True copy of the Entrance Rank Certificate, Data Sheet and Admit Card, issued by the Commissioner for Entrance Examinations
2. True copy of the SSLC/equivalent certificate mentioning the date of birth of the applicant.
3. True copy of the certificate of qualifying examination.
4. Employment Certificate of the Parent issued by the Employer.

**Submission of application and Selection:**

1. The online Application form should be filled up carefully, furnishing the entire information called for. It should be submitted as per schedule.
2. The printed copy of the online application with supporting documents should reach Director, CAPE, COBANK Towers, 1st Floor, Vikasbhavan P.O Thiruvananthapuram on or before 4.00 p.m of scheduled date. The envelope should be clearly superscribed with "Application for admission to Management Seat reserved for children of employees working in Co-operative Sector/Institutions Kerala to which Registrar of Co-operative Society is the controlling authority by statute"
3. Late/incomplete applications/applications not in prescribed form will be summarily rejected.
4. Selection of candidates will be based on the rank obtained by the student in the entrance examination KEAM 2017, conducted by the Commissioner for Entrance Examinations, Government of Kerala.
5. Rank list of candidates will be published at the CAPE website as per the schedule.
6. Candidates who does not turn up for admission as per the announced schedule, will forfeit his/her chance for admission and will not be considered for admission to any future vacancies. Such vacancies will be filled up from the existing rank list.
7. The candidates will be allotted a seat depending upon their rank order, option of branches and availability of seat when their rank turn arises. If the branch of their choice is not confirmed then, candidates will get a chance to file higher option. The higher option will be considered, if any vacancy arises in the opted branch in future. according to their rank order.
8. Students shall report to the college concerned with Allotment Memo and is required to remit the prescribed fees (both tuition fees and institutional fees) at the college.
9. Applicants who satisfy the eligibility conditions only will be eligible for allotment. Sending an application does not confer any right on the applicant for making any claim for admission.
10. Any student, who discontinue his/her studies and leave the college after closure of admission to the college, is liable to pay the liquidated damages as per clause 12.2.4 of the KEAM Prospetus 2017.

## 11. Details of availability of CAPE Management Seats:

Sl. No.	Branch	Name of college									Total
		Muttathara CEM	Perumon PRN	Kidangoor KGR	Aranmula AEC	Pathanapuram PEC	Punnapra PRP	Thalassery TLY	Vadakara VDA	Thrikkaripur TKR	
1	ECE	2	4	2	2	2	2	4	2	2	22
2	CSE	2	2	2	2	2	2	2	2	2	18
3	EEE	2	2	2	2	2	2	2	2	2	18
4	ME	2	2	-	-	-	2	2	-	-	8
5	CE	2	-	2	2	2	2	2	2	2	16
2	IT	-	2	1	-	-	2	2	2	1	10
7	EIE	-	-	2	-	-	-	-	2	-	4
Total		10	12	10	8	8	12	14	12	9	96

## 12. The following certificates in ORIGINAL are to be produced at the time of admission:

1. Pass Certificate
2. Mark Sheet of qualifying examination
3. Certificate proving age
4. Transfer Certificate from the institution last studied
5. Conduct Certificate from the Institution last attended
6. Entrance Rank Certificate, Data Sheet and Admit Card issued by Commissioner for Entrance Examinations
7. Eligibility Certificate from any University of Kerala
8. Migration Certificate (wherever applicable)
9. Physical Fitness Certificate (format enclosed)
10. Employment Certificate of the Parent
11. 4 Passport size photos

## 13. Fees

Tuition fees as fixed by the Government of Kerala, applicable to Management Quota seats in Govt. Controlled Engineering Colleges. Institutional fees as notified by CAPE have to be paid at the time of admission.

In addition to the Annual Tuition Fee, Institutional fee such as Special Fees, Students Welfare Fund, University Fee, Affiliation Fee, Caution Deposit, PTA fee etc as applicable will also be payable at the time of admission/during the course period.

## 15. Schedule of events (tentative)

Sl.No.	Particulars	Date
1	Issue of notification for admission	
2	Last date of submission of application through online	
3	Last date of submission of printed copy of application and all other documents to CAPE	
4	Publication of Rank List at CAPE website	
5	Date of 1 <sup>st</sup> allotment	

**Schedule of subsequent allotment will be published in the official website of CAPE ONLY.** Any other item not specified in the prospectus will be decided by the Director, CAPE and his decision shall be final. The Prospectus is subject to modification as per the decisions of the Director, CAPE, Government of Kerala, AICTE and KTU without any prior intimation to the candidates.

  
DIRECTOR

**APPLICATION FOR ADMISSION TO B.TECH COURSE**

*( Management Seats reserved for children of employees working in Co-operative Sector/Institutions Kerala to which Registrar of Co-operative Society)*

1.	Name of the Candidate	
2.	Upload Photograph* (Maximum upload size 30kb)	
3.	Name of Parent	
4.	Relationship with the Candidate	
5.	Address for communication	
6.	Permanent address	
7.	District of residence	
8.	State in which the candidate belongs to	
9.	Email id	
10.	Mobile No. (for sending SMS)	
11.	Age	
12.	Date of birth	
13.	Gender	
14.	Place of birth (District)	
15.	Religion	
16.	Caste	
17.	KEAM 2017 Rank	
18.	<b>SB Payment Details</b>	
	Date of payment	
	Payment Mode	
	Fee remitted amount (Rs.)	
	Place	
	Date	

19	Name of Institutions preferred according to your priority
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As per options entered by the applicant into the online system

I hereby certify that the information given above is correct to the best of my knowledge and belief. I agree to bind myself with the rules and regulations prescribed in the CAPE Prospectus 2017-18 for admission to B.Tech course under Management Seats reserved for children of employees working in Co-operative Sector/Institutions Kerala to which Registrar of Co-operative Society.

Date:

Place:

Signature

Name of student:

DECLARATION FORM

I hereby declare that I am employed as .....  
.....in .....

(here enter the details of employment) and is residing at.....  
.....

I further declare that Shri/Smt/Kum..... (Name  
of the applicant) who is seeking admission to B.Tech course in  
.....

(Name of Institutions) under the Co-operative Academy of Professional Education (CAPE)  
against seats reserved for children of employees working in Co-operative Sector/Institutions  
Kerala under Registrar of Co-operative Society is my Child/Ward/Dependent (relation should  
be mentioned) and that I shall pay all the prescribed fees for the course of study as fixed by  
CAPE.

Signature of the Guardian  
Name  
Address

Station:  
Date:

**CERTIFICATE**

*(to be filled up by the Employer)*

Certified that Sri./Smt..... is presently  
working in my office as ..... since .....  
His/Her ward is eligible to be admitted against seats reserved for children of employees  
working in Co-operative Sector/Institutions Kerala under Registrar of Co-operative Society  
vide *G.O. (Rt) No. 29/2017/Co-op dated 18.01.2017.*

Station:  
Date:

Office Seal

Signature:  
Name:  
Designation:



**PHYSICAL FITNESS CERTIFICATE**

\_\_\_\_\_  
Signature of the candidates

I Dr..... after careful personal examination of the case do hereby certify that Sri./ Kum ..... whose signature is given above is found physically fit to undergo professional education.

His/Her height ....., Weight .....Chest ..... and Vision .....

Signature :

Name :

Reg. No :

Designation :

Place:

Date: