



Prof. Dr. R. Elijah Blessing, M.E., Ph.D.,
Registrar

KITS/REG/UG/Enrollment/128/2024
11.07.2024

FIRST YEAR UG PROGRAMS CLASS COMMENCEMENT LETTER

To

All the Enrolled and Provisionally Admitted UG Candidates.

Dear Candidate,

Sub: KITS – Admission into UG Programs for the academic year 2024 – 2025– Invitation for Certificate Verification - Regular Class Commencement – Regarding.

Congratulations for choosing Karunya Institute of Technology and Sciences for higher learning.

All the enrolled & provisionally admitted UG candidates are directed to report to the Karunya Institute of Technology and Sciences campus for completing the joining formalities and attend the classes as per the schedule below

Programs	Reporting Date / Time
B.Tech. Electronics and Communication Engineering and all allied specialisations, B.Tech. Electronics and Computer Engineering and all allied specialisations, B.Tech. Aerospace Engineering, and B.Tech. Biomedical Engineering and all allied specialisations	05.08.2024 9:00 AM
B.Tech. Robotics and Automation and all allied specialisations, B.Tech. Mechanical Engineering and all allied specialisations, B.Tech. Electrical and Electronics Engineering and all allied specialisations and B.Tech. Civil Engineering and all allied specialisations	05.08.2024 11:00AM
B.Tech. Food Processing and all allied specialisations and B.Tech. Biotechnology and all allied specialisations.	05.08.2024 2:00 PM
B.Tech. Computer Science and Engineering and all allied specialisations	06.08.2024 9:00 AM
B.Tech. Artificial Intelligence and Data Science	06.08.2024 2:00 PM
B.Tech. Computer Science and Engineering (Artificial Intelligence and Machine Learning), B.Tech. Computer Engineering and all allied specialisations and B.Tech. Computer Science and Engineering (Artificial Intelligence)	07.08.2024 9:00 AM
B.Sc. (Honors) Agriculture	07.08.2024 11:00AM
B.Sc. Computer Science and Media Production, B.Sc. Information Security and Digital Forensics, B.Sc. Forensic Science and B.Com. (Specialisation in Professional Accounting and Financial Technologies)	07.08.2024 2:00 PM

On the day of reporting, the parent / guardian are invited to accompany the candidate and complete the following process at the venue (Bro. Dr. D.G.S. Dhinakaran Centre, Karunya Institute of Technology and Sciences, Karunya Nagar, Coimbatore).

1. Enrollment (Applicable for candidate who have not completed online enrollment)
2. Original certificate verification and scanning
3. Hostel allotment & Biometric registration
4. Accommodation in Residences (Hostels)

Scan for Location
(Enrollment Venue)



The Candidates are directed to produce the following documents in **ORIGINAL** along with the two sets of photocopies on the day of reporting for certificate verification and scanning.

1. SSLC Mark Statement or equivalent
2. HSC / Pre-degree / Intermediate Mark Statement or equivalent
3. Transfer and Conduct Certificate
4. Community Certificate & Copy of Aadhaar Card
5. Photocopy of Sports / Games / Extra Curricular Activities Certificate (if any)
6. Passport size photographs - 4 copies
7. Income Certificate or Form-16 of parent for the financial year 2023 – 2024
8. Proof for Scholarships Claimed
 - Wards of Alumni - Copy of Alumnus Degree Certificate/Transfer Certificate/Alumni ID card
 - Wards of Faculty / Staff of KITS / JC / SEESHA / EMHSS / KCS / Bethesda - ID Card Original along with the Ration Card
 - Siblings of Current Student or Alumnus of KITS - siblings studying in KITS - ID Card Original along with the Ration Card
 - Child of a Pastor / Missionary - Authorized letter from the Registered Church or Missionary Organization subject to verification and approval from competent authority
 - Special Minority Scholarship for Christian JC Young Partners – JC YPP Certificate (Applicable to YPP Certificate obtained on or before 30th April 2024) and Community Certificate issued by Tahsildar / Village Officer / Municipal Corporation or Transfer Certificate showing Christian identity.

As the enrollment process is fully computerized, all the provisionally admitted candidates who are yet to complete the enrollment process are requested to pay the first semester fees (University Academic, Hostel and Mess Fees) using Karunya's online payment facilities through application portal and complete the enrollment process online before reporting to the campus. For online enrollment, kindly refer "Instructions for Provisionally Admitted Candidate" available in our website. For details about scholarships, kindly refer to <https://admissions.karunya.edu/scholarships>. The designated enrollment officer from Karunya will contact the candidate / parent over the phone / email and assist in completing the enrollment process.

For any clarification / assistance, the candidate shall contact: 0422 2614420 / 0422 2614441 (9:00 AM to 5:00 PM) or shall reach us at enrollment@karunya.edu

We look forward to meet you in the campus.

Sujin
REGISTRAR
d R

CC to: Deans / HoDs



Karunya INSTITUTE OF TECHNOLOGY AND SCIENCES

(Declared as Deemed to be University under Sec.3 of the UGC Act, 1956)

MoE, UGC & AICTE Approved; NAAC Accredited A++

Karunya Nagar, Coimbatore - 641 114, Tamil Nadu, India.

GENERAL INSTRUCTIONS

The candidates shall go through the following processes in the Enrollment Venue (Bro. Dr. D.G.S. Dhinakaran Centre, Karunya Institute of Technology and Sciences campus) on the day of reporting:

- i. Enrollment (Candidate who have not completed online enrollment)
- ii. Original certificate verification and scanning
- iii. Hostel allotment & Biometric registration
- iv. Accommodation in Residences (Hostels)

I. Original Document Verification

The following original documents shall be verified by the verification officers:

- i. SSLC Mark Statement or equivalent
- ii. HSC / Pre-degree / Intermediate Mark Statement or equivalent
- iii. Transfer and Conduct Certificate
- iv. Community Certificate & Copy of Aadhaar Card
- v. Photocopy of Sports / Games / Extra Curricular Activities Certificate (if any)
- vi. Passport size photographs - 4 copies
- vii. Income Certificate or Form-16 of Parent for the financial year 2023 – 2024
- viii. Proof for claiming the Scholarships (Subject to verification as per norms)
 - Wards of Alumni: Copy of Alumnus Degree Certificate/Transfer Certificate/Alumni ID card
 - Wards of Faculty / Staff of KITS / EMHSS / KCS / JC / SEESHA / Bethesda: ID Card Original along with the Ration Card
 - Siblings of Current Student or Alumnus of KITS / Siblings studying in KITS: ID Card Original along with the Ration Card
 - Child of a Pastor / Missionary: Authorized letter from the Registered Church or Missionary Organization subject to verification and approval from competent authority
 - Special Minority Scholarship for Christian JC Young Partners – JC YPP Certificate (Applicable to YPP Certificate obtained on or before 30th April 2024) and Community Certificate issued by Tahsildar / Village Officer / Municipal Corporation or Transfer Certificate showing Christian identity.

II. Hostel Room Allotment

On the day of reporting, accommodation to the student shall be allotted by the Hostel authorities based on the choice made by the student. The student shall also select menu category of their choice.

III. Dayscholar Facility

Karunya Deemed University is a fully residential institution. However, dayscholar facility is available only for permanent residents of Coimbatore city possessing valid address proof (Passport / Voter id / PDS Smart Card) on approval by the Director (Student Affairs).

- i. Application for day scholar facility shall be made to Director (Student Affairs) at dayscholar@karunya.edu with the copy of any one of the valid address proofs as mentioned above.
- ii. Day scholar shall commute only by transport provided by the University. Applicable transport charges shall be paid by the student.
- iii. Usage of motorised powered vehicle (2 Wheeler / 4-Wheeler) by the student is banned and any violation shall lead to cancellation of day scholar option.

IV. Guidelines for Hostel Residents:

- i. Students must bring their mattresses, pillows, bed sheets, plates, spoons, tumblers, hangers etc. (An Utility Store facility also made available in the Enrollment venue for the convenience of Students and Parents)
- ii. Cleanliness and hygiene should be maintained inside the hostel rooms, restrooms, gymnasium, play – fields and other public facilities inside the Campus.
- iii. Taking the food served inside the mess halls to the living rooms is restricted.
- iv. After the class hours, they should proceed to their respective residences. Students are encouraged to make use of the utility store and snacks outlets located inside the Residence and University campus. They should not leave the hostel premises without obtaining permission from the Warden.
- v. Students should not keep/use motorized two wheelers and four wheelers.

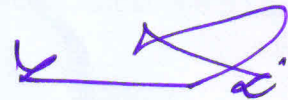
V. Dress Code

All students shall adhere to the following dress code within the University campus on all working days

Boys: Student must be neatly dressed in formal trousers and shirts tucked-in with shoes, should be clean shaven with a regular hair cut at all times when in campus. Earrings & ear studs are not permitted. During University functions and on special occasions, students should wear University Uniform (Blazer and Tie). **(T-Shirts / Jeans and low waist trousers are not permitted)**

Girls: Girl students are required to wear either salwar kameez or churidars with dupatta. During University functions or special occasions, they are permitted to wear sarees / University Uniform (Blazer).

Student must wear the Identity Card in the University premises, while entering and leaving the Hostel, and they should produce it for any verification.



Director (Student Affairs)