



DEPARTMENT OF ENGINEERING & TECHNOLOGY GURUGRAM UNIVERSITY, GURUGRAM

(A State Govt. University Established under Haryana Act 17 of 2017)

Sector -51 Gurugram (Haryana) -122018 Ph: 0124-2788001-05, Fax: 0124-2788010

Web: www.gurugramuniversity.ac.in e-mail: dept.enggandtech@gurugramuniversity.ac.in

Ref. No. GUG/E&T/2026/312

Dated:- 11.08.2026

Detailed Instructions for Physical Reporting and Seat Allotment

Programme: B.Tech LEET Programme (Session 2026-27)

All candidates who have applied for admission to the **B.Tech LEET Programme** and whose names appear in the tentative merit list are hereby instructed to report in person for Physical Reporting, Document Verification, and Fee Deposition.

Please refer to the official file named "**TENTATIVE MERIT LIST**" to verify your initial merit standing before reporting.

1. Venue & Date

- Date: **12th August, 2026**
- Venue: **CL - 04, Basement, Sector 51, Gurugram University, Gurugram**

2. Official Schedule

Candidates must strictly adhere to the following time slots on the day of reporting:

Activity	Timing	Instructions
Attendance / Reporting	09:00 AM to 11:00 AM	Candidates must sign the attendance sheet upon arrival. Latecomers will not be entertained.
Document Verification	09:00 AM to 12:00 PM	Present all original academic and category documents along with one set of photocopies.
Seat Allotment & Fee Deposition	12:00 PM to 04:00 PM	Seats will be allotted to verified candidates, followed by immediate fee deposition.

3. Seat Allotment Process & Rules

- Availability-Based Allotment: Final seat allotment will be processed strictly as per seat availability in the respective categories only *after* the successful completion of physical reporting and document verification.
- Merit-Based Progression: The allotment process will strictly follow the merit ranking, which is prepared after document verification. While candidates should reference the "TENTATIVE MERIT LIST" file for their initial standing, the final allotment order depends entirely on the verified merit list generated on-site.
- Strict Document Policy: If any candidate is unable to produce their original required documents or their final qualifying result at the time of verification, their claim for admission will be immediately forfeited. The seat will then automatically be allocated to the next eligible candidate in the verified merit list. No extra time or extensions will be granted for document submission.

4. Checklist of Required Documents

Candidates must bring the following documents (Original + 2 set of self-attested photocopies):

- Printed copy of the Admission Application Form.



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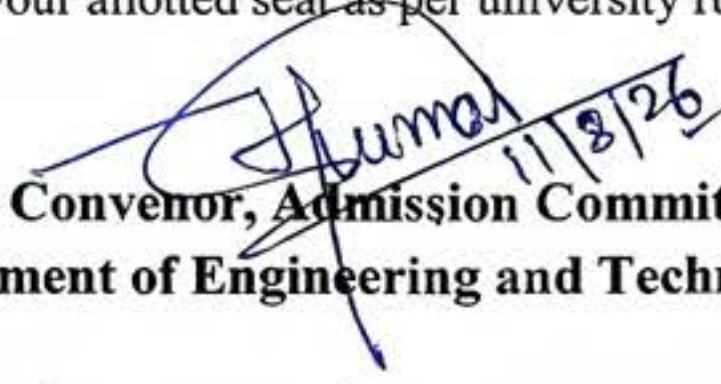
- Valid Photo ID Proof (Aadhar Card, Voter ID, etc.).
- 10th and 12th Standard Marksheets and Certificates.
- Provisional Diploma Certificate
- Category/Reservation Certificates (If Applicable): SC/Deprived SC/BCA/ BCB/PH/ESM/ FF or EWS Certificate issued by the competent authority of Haryana.
- Haryana Domicile Certificate (if applicable).
- Income Certificate (if applicable).
- Online payment method for immediate Fee Deposition upon successful seat allotment. Total fee need to deposit Rs 51210/-
- Medical Fitness Certificate: Original certificate in the prescribed HSTES format, signed by a registered Medical Practitioner.
- Gap Year Affidavit (If Applicable): A notarized affidavit on a stamp paper explaining any gap in your academic studies after completing your degree.
- Anti-Ragging Affidavits: Duly notarized affidavits by the student and the parent/guardian (as per UGC/AICTE norms).
- Photographs: 6 recent passport-size color photographs of the student.

Note: Candidates are advised to arrive well before 09:00 AM to avoid any last-minute rush and ensure a smooth verification process.

Payment Method: Please ensure you carry a debit/credit card or have net banking credentials ready, as the university promotes digital transactions. **The Odd Semester fee Rs. 51210/- must be paid at the time of reporting.**

Important Instructions for Candidates

- **Physical Presence is Mandatory:** The admission process cannot be completed via a proxy. The candidate must be physically present at the Auditorium for verification and document submission.
- **Originals are Strictly for Verification:** Your original documents will be returned to you after the verification process is completed by the committee. Only the Character Certificate, Migration Certificate (if applicable), Medical Fitness Certificate, and Affidavits will be retained in original by the university.
- **Incomplete Documents:** Failure to present the required original documents or the 03 attested sets will lead to delays and may result in the cancellation of your allotted seat as per university rules.


Convenor, Admission Committee
Department of Engineering and Technology

A copy of the above is forwarded to followings for information and necessary action:-

1. Nodal Officer, Samarth Portal, Gurugram University, Gurugram
2. UCDAC In-Charge (for uploading on website) Gurugram University, Gurugram.
3. AR Academic Branch, Gurugram University, Gurugram.

SNo	FORM NUMBER	NAME OF THE APPLICANT	Verified Diploma PERCENTAGE	Verified OCET RANK
1	GMU260010977	ANAMIKA KUMARI	72	192
2	GMU260010906	RAVIDATT	NA	619
3	GMU260008999	AANVI SINGH	NA	793
4	GMU260008879	NAITIK GUPTA	NA	807
5	GMU260009009	Himanshu	59.4	890
6	GMU260009038	Ravi Kumar	78.7	978
7	GMU260008524	YASHIKA SHARMA	87.52	1004
8	GMU260008473	Tanisha	NA	1328
9	GMU260008930	RITESH RAJ CHOUDHARY	65.26	1443
10	GMU260008519	YASHASVI DHAKA	79.11	NA
11	GMU260010145	SANVI	75.6	NA
12	GMU260010092	PARAMVIR SINGH	65.27	NA
13	GMU260008818	ARYAN SHARMA	NA	NA
14	GMU260009487	VIJAY KUMAR	NA	NA
15	GMU260010934	SAHID KHAN	NA	NA
16	GMU260010783	ANSH	NA	NA
17	GMU260008391	Ashutosh Kumar	NA	NA
18	GMU260008405	Priyanshu kumar	NA	NA
19	GMU260008445	VARSHA KUMARI	NA	NA
20	GMU260008415	Kartik Malik	NA	NA
21	GMU260008389	Lakshay yadav	NA	NA
22	GMU260009054	SARTHAK KWATRA	NA	NA
23	GMU260008623	Vikram Kumar Pandit	NA	NA

If student name is not in the list, share the application form number.