

STEP-1: COUNSELLING FEE

The candidate has to pay a Non-refundable counseling fee of Rs. 450/- (Rupees Four Hundred Fifty Only). The amount is payable through an Account Payee Bank Draft in favour of "OJEE 2011" drawn on any scheduled bank payable at Bhubaneswar.

After submission of counseling fee the candidate will be allowed for document verification.

STEP-2: DOCUMENT REQUIRED AT THE TIME OF VERIFICATION

The original certificates and mark sheets along with two sets (set 1 and set 2) of Photocopies of certificates and mark sheets as per eligibility of the candidate MUST be produced during document verification as detailed below.

SET 1 (To be deposited during counseling)

1. Original Rank Card.
2. Check list signed by the candidate at the bottom in original.
3. Photocopy of H.S.C. or any other relevant certificate showing the date of birth.
4. Photocopy of 10 + 2 Pass certificate or Final Diploma Pass Certificate (for Lateral Entry)
5. Photocopy copy of the 10 + 2 Mark Sheet or Diploma Mark Sheet (for Lateral Entry).
6. Photocopy of School Leaving / College Leaving Certificate.
7. Original Certificate from the Head of the Institution last attended (Appendix VIII).
8. Original 'Permanent Resident of Odisha' Certificate (Appendix – I) / Nativity Certificate from concerned Tahasildar.
9. Original Certificate of Employment of Candidate's parent / Spouse (Appendix – II) Employer: Govt. of Odisha / Govt. of India / Govt. of India Undertakings and / Govt. of Odisha Undertakings located in Odisha at the time of application.
10. Original SC / ST certificate by birth (Appendix – III).
11. Original Certificate of Ex-serviceman (Appendix – IV)
12. Photocopy of Green Card if claiming seat under GC category.
13. Original NATA Score card.
14. Original Certificate in support of Outlying Oriya Speaking Tract (OL) (Appendix – V and VI) or certificate issued by OJEE -2011 with respect to Oriya test conducted by OJEE -2011.
15. Other relevant documents, if any

SET 2 (To be returned to the candidates after verification)

1. Original H.S.C. or any other relevant certificate showing the date of birth.
2. Original 10 + 2 Pass certificate or Final Diploma Pass Certificate (For Lateral Entry).
3. Original 10 + 2 Mark Sheet or Diploma Mark Sheet (for Lateral Entry).
4. Original School Leaving / College Leaving Certificate.
5. Original Green Card issued by Family Welfare Department of Government of Odisha (if the candidate takes admission under Green Card category, the original Green Card will be stamped and returned to the candidate after admission).
6. Other relevant documents, if any

NOTE: The candidate must keep Photocopies of all the original documents submitted at the time of document verification.

STEP-3: PART ADMISSION FEE

A candidate has to pay Rs.16,000/- (Rupees Sixteen thousand only) through a A/c Payee Bank Draft drawn in favour of "OJEE-2011" on any scheduled Bank payable at Bhubaneswar.