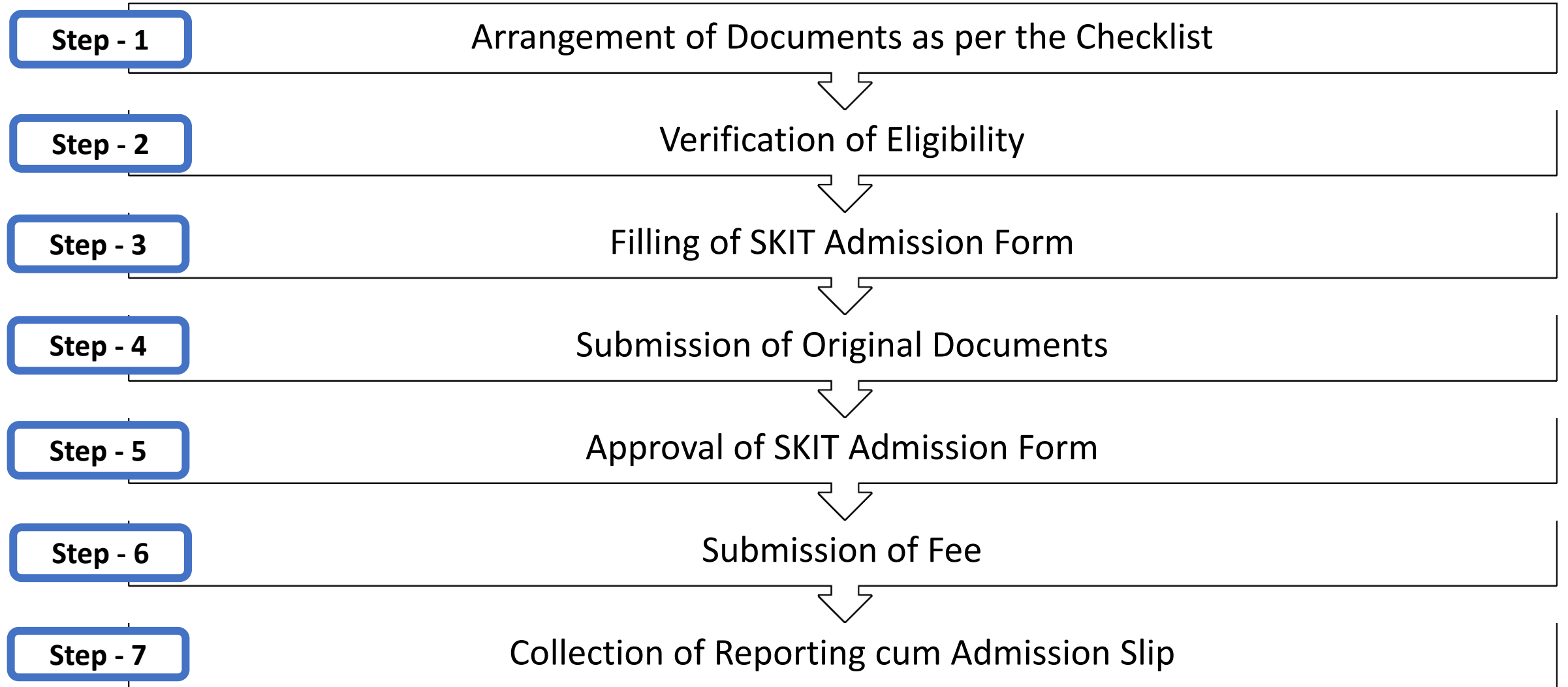


INSTRUCTIONS FOR REPORTING

Applicable to candidates who have been allotted seat at SKIT (1031) through REAP 2022



Candidates can complete Step-1 and Step-3 given above at their homes

Candidates must bring two sets (02) of self-attested photocopies and original documents at the time of reporting, properly arranged in the sequence given below

S.No.	Name of Document	Photocopy	Original
1	Mark sheet of Class-10 (X)	√	√
2	Mark sheet of Class-12 (XII) or Equivalent and 12 th Improvement Exam (if any)	√	√
3	Migration Certificate of Class-12	√	√
4	Transfer Certificate of Class-12	√	√
5	Character Certificate of Class-12	√	√
6	Aadhaar Card	√	√
7	Domicile Certificate issued by e-Mitra /Competent Authority	√	√
8	SC/ST/OBC-NCL/MBC-NCL Category Certificate , if applicable	√	√
9	GEN-EWS/ KM / PH / PwD /TSP Category Certificate, if applicable	√	√
10	JEE (Main) 2022 Score Card, if applicable	√	-
11	Income Certificate of the Parent(s)	√	√
12	REAP-2022 Medical Fitness Certificate	√	√
13	REAP-2022 Provisional Seat Allotment Letter	√	-
14	REAP-2022 Application cum Registration Form	√	-
15	REAP-2022 Merit Card	√	-
16	Passport-size Colored Photograph (04)	-	√
17	REAP-2022 Upward Movement Letter (Seat Allotment, if any)	√	-
18	Receipt of Fee paid in previously allotted college (if any)	√	√

The following documents will be verified at the time of reporting in the institute:

1. The category of the allotted seat as mentioned in the REAP-2022 seat allotment letter will be verified from a valid category certificate.
2. All the details given in the REAP-2022 Application-cum-Registration Form will be verified from all the original documents.
3. Parents/Guardian need to accompany their ward for the reporting.
4. Candidate should be physically fit as per the REAP-2022 guidelines.
5. In case of allotment of TFWS seat, candidates must submit an income certificate, the format of the same is available on REAP-2022 portal (www.cegreap2022.com). Parents need to submit copy of Income Tax Return (ITR) of financial year 2021-22 along with PAN card.

Physical reporting is mandatory for this step.

By using the below link

<https://erp.skit.ac.in/apply>

STEP-3.1

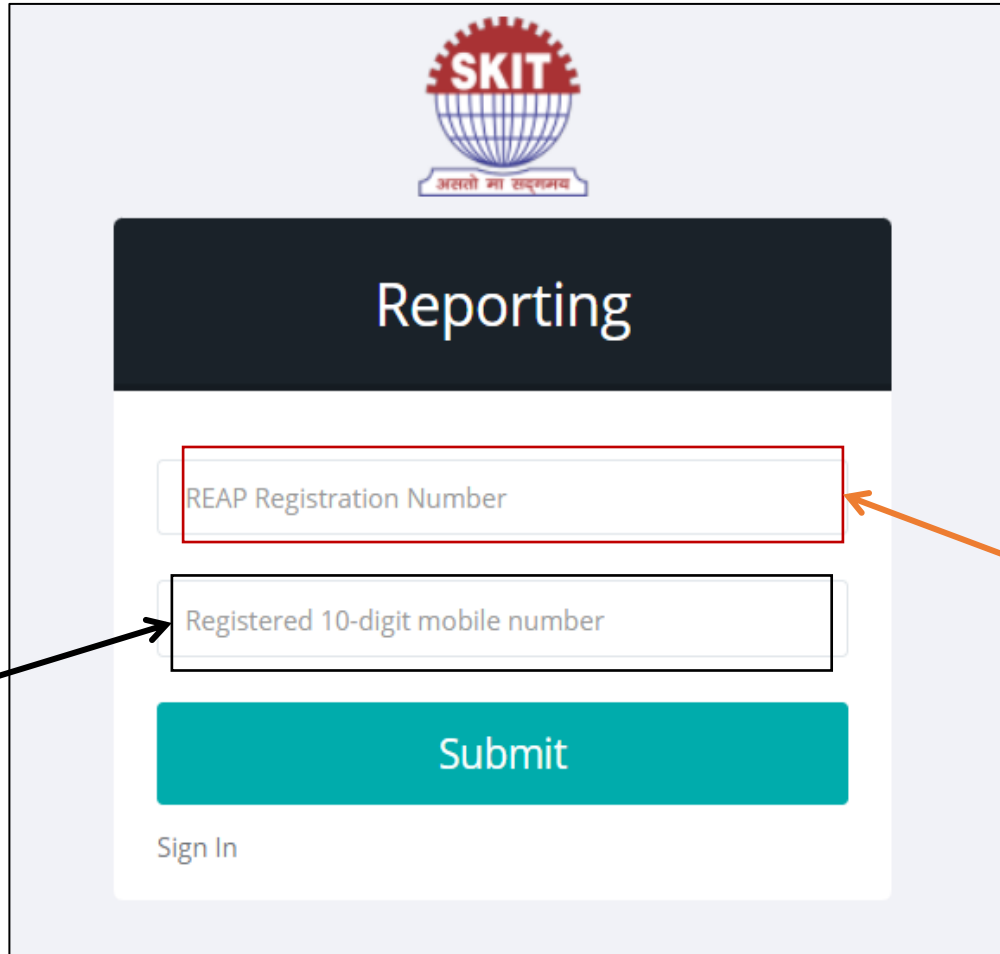
Login ERP for
Reporting

STEP-3.2

Filling of Personal
and Academic
Details

STEP-3.3


Uploading of
Original
Documents





The image shows a login form for SKIT Reporting. At the top is the SKIT logo with the motto 'असतो मा सद्गमय' below it. The title 'Reporting' is centered in a dark blue box. Below the title are two input fields: 'REAP Registration Number' (highlighted with a red border) and 'Registered 10-digit mobile number' (highlighted with a black border). A teal 'Submit' button is positioned below the fields. At the bottom left of the form area is a 'Sign In' link.


Enter the Registered Mobile Number


Enter REAP Registration Number from Allotment Letter


ERP 


 Dashboard

 Step 1

 Step 2

 Check Application

 View My Documents

 Payment

Admission

Name of Student	<input type="text" value="Test User"/>
Date of Birth	<input type="text"/>
Blood Group	<input type="text" value=""/>
Gender	<input type="text" value="Male"/>
Category-A	<input type="text" value="Category-A"/>
Category-B	<input type="text" value="Category-B"/>
Religion	<input type="text" value="Religion"/>
Nationality	<input type="text" value="India"/>
Home State	<input type="text" value="Home State"/>
Belong to Minority Community	<input type="text" value="Belong to Minority Community"/>
Residence Area	<input type="text" value="Residence Area"/>
Person with Disability/ Physically Handicapped	<input type="text" value="Person with Disability/ Physically Handicapped"/>
AADHAAR Card No.	<input type="text"/>

STEP-3.2

FILLING OF PERSONAL AND ACADEMIC DETAILS

<u>Permanent Address</u>	NULL
District	Null
State	State ▼
Postal Code	
Landline	
Mobile	
Mobile 2	
Police Station	
Email	
Correspondance same as Permanent	<input type="checkbox"/>
<u>Correspondence Address</u>	
Correspondence District	
Correspondence State	
Correspondence Postal Code	
Correspondence Mobile	

STEP-3.2

FILLING OF PERSONAL AND ACADEMIC DETAILS

Correspondence Mobile	<input type="text"/>
Correspondence Police Station	<input type="text"/>
Correspondence Email	<input type="text"/>
<u>10th Roll No.</u>	<input type="text"/>
10 th Board	<input type="text" value="10th Board"/>
10 th School	<input type="text"/>
10 th Medium	<input type="text" value="10th Medium"/>
10 th Year	<input type="text"/>
10 th Obtained Marks	<input type="text"/>
10 th Max Marks	<input type="text"/>
10 th Percentage	<input type="text"/>
<u>12th Roll No.</u>	<input type="text"/>
12 th Board	<input type="text" value="12th Board"/>
12 th School	<input type="text"/>
12 th Medium	<input type="text" value="12th Medium"/>
12 th Year	<input type="text"/>

STEP-3.2

FILLING OF PERSONAL AND ACADEMIC DETAILS

12th Year

12th Obtained Marks

12th Max Marks

12th Percentage

Subject 1

Subject 1 Obtained Marks

Subject 1 Max Marks

Subject 2

Subject 2 Obtained Marks

Subject 2 Max Marks

Subject 3

Subject 3 Obtained Marks

Subject 3 Max Marks

Aggregate %

JEE(M) Roll No.

STEP-3.2

FILLING OF PERSONAL AND ACADEMIC DETAILS

JEE (M) Highest
Percentile

All India CRL Rank

Father's Name

Academic Qualification

Occupation

Org./Business Name

Mobile

Mobile 2

Email

PAN No.

Father Annual Gross
Income Rs.

Mother Name

Academic Qualification

Occupation

Org./Business Name

STEP-3.2

FILLING OF PERSONAL AND ACADEMIC DETAILS

Mobile 2

Email

PAN No.

Mother Annual Gross
Income Rs.

Guardian's Name

Address

Mobile

Mobile 2

Email

Occupation

Relation with Student

Branch

Year

Semester

Fee Category

STEP-3.2

FILLING OF PERSONAL AND ACADEMIC DETAILS

CMAT / REAP Reg. No.	<input type="text"/>
CMAT State / REAP General Merit	<input type="text"/>
REAP Category Merit	<input type="text"/>
Seat Allotted Category	<input type="text" value="Select"/>
Basis of Admission	<input type="text" value="Select"/>
How did you come to know about SKIT?	<input type="text" value="Select"/>
Seat Allotment Mode	<input type="text" value="Provisional"/>
Do you need Hostel Facility?	<input type="text" value="No"/>
Do you need Transport Facility?	<input type="text" value="No"/>
Boarding Point Name	<input type="text"/>
Anti-Ragging Undertaking Reference No.	<input type="text"/>

After submission of form, Candidates should upload the scanned copies of the original documents on ERP the list of documents is given in the next slide.

Note: Fees is to be paid only after approval of admission form by the competent authority.

Submit

ERP ☰

Upload Documents

Note: The files to be uploaded must be an Image (jpg / png) less than 2MB in size.












Passport-size Color Photograph of Student	<input type="text" value="Choose File"/>	<input type="button" value="Upload"/>
Signature of Student	<input type="text" value="Choose File"/>	<input type="button" value="Upload"/>
Signature of Parent	<input type="text" value="Choose File"/>	<input type="button" value="Upload"/>
10th Marksheet	<input type="text" value="Choose File"/>	<input type="button" value="Upload"/>
12th Marksheet	<input type="text" value="Choose File"/>	<input type="button" value="Upload"/>
12th Improvement Marksheet (if appeared for Improvement Exam)	<input type="text" value="Choose File"/>	<input type="button" value="Upload"/>
UG Exam Consolidated Marksheet (For M.Tech., MBA applicants)	<input type="text" value="Choose File"/>	<input type="button" value="Upload"/>
Migration Certificate (Do not upload in case of unavailability)	<input type="text" value="Choose File"/>	<input type="button" value="Upload"/>
Transfer Certificate (Do not upload in case of unavailability)	<input type="text" value="Choose File"/>	<input type="button" value="Upload"/>
Character Certificate (Do not upload in case of unavailability)	<input type="text" value="Choose File"/>	<input type="button" value="Upload"/>
Aadhar Card	<input type="text" value="Choose File"/>	<input type="button" value="Upload"/>
Domicile Certificate	<input type="text" value="Choose File"/>	<input type="button" value="Upload"/>

Candidates should upload the scanned copies of the following original documents on ERP:

1. 10th Marksheet
2. 12th Marksheet
3. 12th Marksheet of Improvement Exam, if any
4. Migration Certificate
5. Aadhar Card
6. Valid Category Certificate (ST/SC/OBC-NCL/MBC-NCL/EWS/KM/PWD/Ex-S), if any
7. JEE (Main) 2022 Score Card, if any
8. REAP Seat Allotment Letter
9. Student's Photo
10. Student's Signature
11. Parent's Signature
12. Receipt of Fee paid in previously allotted college, if any

STEP-3.3

UPLOADING OF ORIGINAL DOCUMENTS

Aadhar Card	<input type="text" value="Choose File"/>		<input type="button" value="Upload"/>
Domicile Certificate	<input type="text" value="Choose File"/>		<input type="button" value="Upload"/>
Category Certificate (SC / ST / OBC / MBC), if Applicable	<input type="text" value="Choose File"/>		<input type="button" value="Upload"/>
KM / PH / PhD / EWS / Ex-S Certificate, if Applicable	<input type="text" value="Choose File"/>		<input type="button" value="Upload"/>
REAP 2022 Provisional Allotment Letter	<input type="text" value="Choose File"/>		<input type="button" value="Upload"/>
REAP 2022 Application-cum-Registration Form	<input type="text" value="Choose File"/>		<input type="button" value="Upload"/>
REAP 2022 Merit Card	<input type="text" value="Choose File"/>		<input type="button" value="Upload"/>
JEE (MAINS) 2022 Score Card	<input type="text" value="Choose File"/>		<input type="button" value="Upload"/>
Income Certificate of Parents	<input type="text" value="Choose File"/>		<input type="button" value="Upload"/>
REAP 2022 Medical Fitness Certificate (Do not upload in case of unavailability)	<input type="text" value="Choose File"/>		<input type="button" value="Upload"/>
Fee Receipt of Previously Alloted College (if allotted SKIT through Upward Rounds)	<input type="text" value="Choose File"/>		<input type="button" value="Upload"/>

After procuring approval from the competent authority, candidates can submit the following Original/ photocopy documents later:

1. Medical Fitness Certificate
2. Transfer Certificate
3. Character Certificate
4. Income Certificate (other than TFWS)
5. Anti Ragging Undertakings

[Prev](#)

[Next](#)

The following original documents will be submitted during reporting process for university enrollment purpose, failing which his/her admission would be deemed cancelled without any notice/intimation and their seat would be treated as vacant.

1. 10th Marksheet
2. 12th Marksheet
3. 12th Marksheet of Improvement Exam (if any)
4. Migration Certificate
5. Transfer Certificate
6. Character Certificate
7. Medical Fitness Certificate
8. Income Certificate, if allotted TFWS seats

After completion of enrollment process, the original documents listed at S.No. 1 to 3 will be returned by the institute to the candidates.

Physical reporting is mandatory for this step.

All the details filled in SKIT admission form and documents uploaded on ERP portal will be verified by the institute. After the completion of the approval process, candidates/parents will receive a text message regarding permanent student ERP ID.

After receiving of the text message, candidates/parents can pay their fee by using permanent student ERP ID through online/physical mode.

Physical reporting is mandatory for this step.

After approval of the admission form, candidates/parents can pay their respective fee through any of the payment mode given below

Online

By using this link
<https://erp.skit.ac.in/payments>
via net banking/debit card/credit card
etc.

Physical

Deposit fee at
Accounts Department, SKIT
By Demand draft/Cash
(Cheque will not be accepted)

Tentative Fee Structure 2022-23 is given in the upcoming slides.

FEE STRUCTURE

A. ACADEMIC FEE*

The fee (academic session 2022-23) may be revised by competent authority.

Branch	CSE, EE, IT, ME & ECE branch		CSE(AI), CSE(DS), CSE (IOT) & Civil branch	
	1/3/5/7 Sem.	2/4/6/8 Sem.	1/3/5/7 Sem.	2/4/6/8 Sem.
Tuition Fee	44,400/-	44,400/-	37,000/-	37,000/-
Development Fee	5,500/-	5,500/-	5,500/-	5,500/-
Registration Fee	1,000/-	-	1,000/-	-
Total Semester	50,900/-	49,900/-	43,500/-	42,500 /-
Caution Money (refundable)	7500/- (one-time)	-	7500/- (one-time)	-
Fee to be paid during reporting	58,400/-	-	51,000/-	-

B. HOSTEL FEE

First Installment (to be paid during reporting)	Second Installment	Total Fee per year	Security Money (refundable)
48,000/-	48,000/-	96,000/-	5,000/- one time

C. UNIFORM FEE

Items	Cost without shoes	Cost with black leather shoes
Two shirts, two trousers, one blazer, one half sleeve pullover, one tie, one belt, two pairs socks	5040/- (including 5% GST)	5600/- (including 5% GST)

FEE STRUCTURE

D. CONVEYANCE FEE

Items	Annual Fee
VKI Road No. 14, Govindpura, Nadi Ka Phatak, Niwaru Road, Hathoj Mod, 9 Dukan, Chirayu Hospital, Sirsi	35,500/-
Murlipura, Heerapura, Bhankrota, Ravan Gate, Panchyawala, Meenawala, Kanta Pankha, Jhotwara, Dadi ka Phatak, VKI Road No. 1 to 5, Alka Circle, Khirni Phatak, Laxmi Nagar	34,000/-
Chitrakoot, Vidhyadhar Nagar, Ambabari, Banipark, Jaipur Junction, Vaishali Nagar, Khatipura, Vidyut Nagar, Shastri Nagar	32,000/-
Nirman Nagar, Kishan Kanta, Ganga Jamuna Petrol Pump, Gurjar Ki Tadi, Shyam Nagar, Sodala, Chandpole, Hawa Sadak, Khole Ke Hanuman Ji, Govt. Hostel	31,000/-
Madhyam Marg, Agarwal Farm, SFS Chouraha, Muhana Mandi Road, Ridhi Sidhi, Choti Chopar, Ajmeri Gate, Galta Gate, Chomu House, Patrakar Colony	29,000/-
Rajapark, Jawahar Nagar, Adarsh Nagar, Tilak Nagar, Birla Mandir, Gandhi Nagar, Bajaj Nagar, Jyoti Nagar, Mahesh Nagar, Mahaveer Nagar, Gopalpura, Transport Nagar	27,500/-
Pratap Nagar, Sanganer, Durgapura, Maharani Farm, Jaipuria Hospital, Jawahar Circle, MNIT, OTS Circle	24,500/-
Gaurav Tower, Malviya Nagar Sector 1 to 15, Malviya Nagar Block A/B/C/D, Nandpuri Underpass, Calgiri Road, Apex Circle, GSI Colony	15,500/-
Do-Pal, Model Town, Jagatpura Road	12,500/-

The bus charges for the opted boarding point will be deposited annually in single installment.

After submission of the course fee, the institute will issue a **“Reporting cum Admission Slip”** for the confirmation of admission to the candidate.

Candidates should collect it from the institute for their record.

Physical reporting is mandatory for this step.

Participation in Upward Movement / Internal Sliding Process

Upward Movement Process through REAP-2022

After receiving reporting-cum-admission slip, candidates can apply for the change of presently allotted branch through upward movement process. please note allotted college can be changed through this process. So **candidates are advised to discuss with admission coordinator before applying for this round.**

Interested candidates need to give online consent on REAP-2022 portal by due date.

Internal Sliding at the Institute Level

After receiving reporting-cum-admission slip, interested candidates can apply for change of presently allotted branch through internal sliding process by due date. please note allotted college will not change through this process.

Candidates must fill the application form in the institute to apply for internal sliding as per REAP-2022 guidelines.

CONTACT DETAILS

General Query	:	0141-3500300
Accounts Department	:	0141-3500309, 3500310
Boys Hostel Accommodation	:	9694097556, 0141-3500336
Girls Hostel Accommodation	:	9785010089
Conveyance Facility	:	9694097621, 9694097623

Email ID: admissions@skit.ac.in | **WhatsApp:** 01413500263

In case of any emergency, contact Mr. Ankush Tandon 7737279925 | Mr. Mukesh Sharma 9460383266