

**OFFICE OF THE PRINCIPAL  
KALAM INSTITUTE OF TECHNOLOGY, GOVINDA VIHAR:  
GOVINDAPUR, BERHAMPUR(GM)-761 003**

No.KIT/Acad./ 563 /25

Dates: 11<sup>th</sup> August, 2025

**NOTICE**

**Attention: All 1<sup>st</sup> Semester B.Tech./MBA/MCA Students of 2025-26 admission batch.**

It is hereby informed to all 1<sup>st</sup> Semester B.Tech./MBA/MCA Students of 2025-26 admission batch that they are required to report at the Principal's Office between 14-08-2025 to 18-08-2025 (including Sunday & other holidays) from 10.00AM to 03.00PM with the following documents without fail.

1. Final Allotment Letter in original, taken from web portal.
2. Passport size photograph-03 Nos.
3. Stamp Size photograph-03 Nos.
4. 10<sup>th</sup> Original Certificate
5. +2/Graduation Original Certificate
6. +2 /Graduation Original Marksheet(s)
7. OJEE Rank Card.
8. Residence Certificate for all category
9. Caste Certificate for ST/SC
10. Income Certificate of current year.
11. EWS/TFW(if any)
12. Affidavit by both student & parents (format available at college website "[www.kit.edu.in](http://www.kit.edu.in)").
13. Xerox copy of all certificates.

**N.B. Those students who have already submitted the documents need not required to submit again but they have to report in the said date(s).**

  
**PRINCIPAL**

Copy to: Notice Board/College Website/ student information /Admission Cell/ All HODs/ In-charge,  
Transport/In-charge Canteen/ KIT Management/office copy