

Assam CEE Counselling Document Checklist

When reporting for Assam Combined Entrance Examination (CEE) document verification and final admission, candidates must bring all **original documents** along with at least **two sets of self-attested photocopies** (one set for the allotted institution and one for personal record safely).

1. Core Mandatory Documents (For All Candidates)

- ☐ **Assam CEE Admit Card:** Original printed copy as issued by ASTU.
- ☐ **Assam CEE Rank Card / Score Card:** Downloaded and printed official results portal copy.
- ☐ **Provisional Seat Allotment Letter:** Generated from the official counselling portal post-allotment.
- ☐ **Class 10 Admit Card or Pass Certificate:** Serving as the absolute proof of age / Date of Birth (DOB).
- ☐ **Class 10 Marksheet & Passing Certificate:** Official boards documentation.
- ☐ **Class 12 Admit Card:** Qualifying examination registration document.
- ☐ **Class 12 Marksheet & Passing Certificate:** Crucial for verifying eligibility criteria in Physics, Chemistry, and Mathematics (PCM).
- ☐ **Permanent Resident Certificate (PRC):** Compulsory for home-state quota seats. Must be issued by a competent civil authority (District Commissioner or Sub-Divisional Officer) within Assam.
- ☐ **Transfer Certificate (TC):** Issued by the institution last attended.
- ☐ **Character Certificate:** Issued on official letterhead by the head of the institution last attended.
- ☐ **Medical Fitness Certificate:** Pre-formatted certificate filled and stamped by a registered medical practitioner or a government hospital doctor.
- ☐ **Counselling Fee Payment Receipt:** Printout of the online payment success page or bank challan receipt copy.
- ☐ **Valid Photo Identification:** Government-issued identity card (Aadhaar Card, Passport, or Voter ID).
- ☐ **Passport-Size Photographs:** 6 to 8 recent, high-quality color photographs (preferably taken against a light or plain white background).

2. Category & Quota Documents (If Applicable)

Candidates seeking allocation benefits under reserved categories or specialized state quotas must present valid certificates issued exclusively by authorized entities of the Assam Government. *Certificates from external states are strictly rejected.*

Category / Quota	Required Document Detail	Issuing Authority (Assam)
OBC / MOBC	OBC/MOBC Non-Creamy Layer (NCL) Certificate (Valid for the current financial cycle)	Circle Officer / District Magistrate
SC / ST (P) / ST (H)	Official Caste or Tribe Certificate	Circle Officer / District Magistrate
EWS	Income & Asset Certificate supporting reservation eligibility	Circle Officer / SDO / DC Office
PwD	Disability Certificate verifying a minimum benchmark of 40% permanent disability	State/District Medical Board / Civil Surgeon
Gap Year	Academic Gap Certificate: An official affidavit executed on stamp paper detailing non-enrollment activities (e.g., engineering entrance coaching) if the candidate graduated Class 12 in a prior academic year.	Notary Public / Supported by official coaching center certificates
Special Quotas (Sports, NCC, Defence, Freedom Fighter)	Respective specialized quota certifications as specified in the official information brochure.	Director of Sports / Rajya Sainik Board / CM's Principal Private Secretary

Critical Verification Pro-Tips:

Self-Attestation Requirement: Ensure that every photocopy page is explicitly self-attested by writing your full running signature, name block, and the date.

Name Discrepancies: If there is even a single letter mismatch in your name or your parents' names across different academic and identity documents, secure a sworn correction affidavit from a Notary Public beforehand to prevent immediate disqualification during verification.