Admission to Kerala Engineering, Architecture, Medical-Allied and Pharmacy Courses

HOW TO UPLOAD ?

For applying KEAM, candidate has to upload:

1. Photograph of Candidate (jpeg)*
2. Signature of Candidate (jpeg)*
3. Nationality Proof (pdf)*
4. Class X Certificate (pdf)*
5. Nativity Proof (pdf)*
6. Date of Birth Proof (pdf)*
7. Certificates to prove various claim (such as category reservation, special reservations, minority, NRI, benefits based on income, inter-caste, etc.) if any.

Mandatory for all candidates

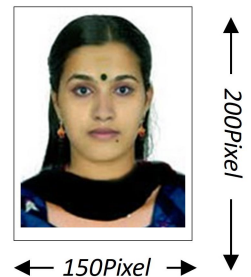## Guidelines for uploading Photograph and Signature

Upload images of photograph and signature of candidate.

Photograph of Candidate:

For applying online, the candidates must have scanned/digital image of their photograph. Specification of photograph image should be as follows (to be strictly followed):

200Pixel
150Pixel

- Photograph must be in colour with alight colour background, white is preferable.
  It must be taken in a professional studio. Photo taken by mobile phone/tab is not accepted.

- Photograph should be in passport size format. Front view of full face and shoulder portion of candidate is to be seen clearly in the Photograph.

If the face in the photograph is not clear, your application is liable to be rejected.

- The face of the candidate should be straight and at the centre.

- Photo, wearing mask, cap and dark glass will be rejected.

- Scanned image file should be in **jpg format** (Jpeg).

- Dimensions of the photograph should be **150 pixels width** and **200 pixels height.**

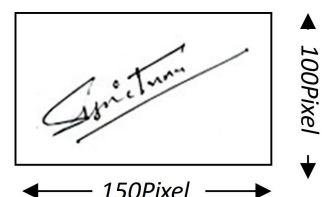- Image file should be **between 1kb and 100kb** file size.

Very Important:

1. If the face in the photograph is not clear or the image is not as per the above guideline, your application is liable to be rejected.

3. A clear uploaded photograph will help the Invigilator/admission authority to identify the candidate at the examination hall/admission desk. So strictly follow and adhere the specifications and guidelines.

Signature of Candidate

- On a plain white sheet, the candidate should put his/her signature with black/blue ink. Signature should be clear.

- Scan this signature and crop around the signature.
  Do not scan the full sheet. Scanned image file should be in **jpg format**. (Jpeg)

100Pixel
150Pixel

- Dimensions of the image of signature must be **150 pixels width** and **100pixels height**.
- Image file should be between **1kb** and **100kb** file size.

Subsequent to select the two images, candidate needs to verify whether the photograph shown in the screen is candidate's own, clear and sufficient to identify the candidate. If so, check the declaration stated against the row of photograph. Similarly, verify the genuineness and clarity of signature, then **Accept the Declarations** indicated against each. Press **'Finish Upload Images'** button to upload all images to the application portal.

The images once uploaded cannot be changed after completing this step.

Guidelines for Upload Certificates

Upload all necessary certificates as a proof of various claims made in the application form. You can upload by browse button.

- Make sure the uploaded certificates are original and in color.
- The file format of certificates should be in PDF format.
- The file size must be less than 500kb.
- They should be authentic, legible, clear and readable.
- Same certificate can be uploaded for different claims. eg: Birth certificate having name, date of birth and place of birth, can be uploaded against the row 'Proof for Date of Birth' and 'Proof for Nativity'.
- Remember, originals of the certificates uploaded should be preserved to produce before the admission authority as and when demanded.

All applicants must upload *Class X Certificate*, *Date of birth* and *Nativity proof* on or before the last date of application submission date which has been announced in the Notification. Subsequent to upload these three certificates, candidates can take Printout of Acknowledgement Page. Other certificates have to be uploaded only if candidates desire to get the respective claims. Candidate can upload these certificates even after taking the Printout of Acknowledgement.

Refer Notification regarding the last date to upload certificates.

#	Document	Upload	Description
1	Documents for Proof Nationality *	Choose File N	SSLC/Birth Certificate/Copy of Passport/Voter ID Card/Copy of OCI Card
2	Class X certificate *	Choose File N	Upload Class X (SSLC) certificate of candidate as a proof of candidate Name
3	Proof for Nativity *	Choose File N	Three Types : Keralite, Non-Keralite Category 1(NK-1) and Non-Keralite Category 2 (NK-2). For Keralite, any of the following certificates can be uploaded: • Birth Certificate/SSLC/Relevant page of the Passport of candidate showing the candidate's place of birth in Kerala. • Birth Certificate/SSLC/relevant page of the Passport of the candidate's father/mother showing their place of birth in Kerala along with corroborative certificate to establish the relationship between the parent and the candidate. • Original certificate issued by the competent authority showing that the parent is an AIS officer allotted to Kerala cadre with corroborative evidence proving the relationship between the candidate and the parent. • Certificate of Birth in the prescribed format issued by Revenue Authority. For more details and certificates for NK-1 and NK-2, see Clause 6.1 of prospectus. മൂന്ന് തരം : Keralite, Non Keralite Category1 (NK-1), Non Keralite Category2 (NK-2). കേരളീയരായ അപേക്ഷകർക്ക്, ചുവടെ ചേർത്തിരിക്കുന്ന ഏതെങ്കിലും സർട്ടിഫിക്കറ്റുകൾ അപ്ലോഡ് ചെയ്യാം: • അപേക്ഷകരുടെ കേരളത്തിലെ ജനന സ്ഥലം കാണിക്കുന്ന ജനന സർട്ടിഫിക്കറ്റ്/എസ്എസ്എൽസി/അപേക്ഷകരുടെ പാസ്പോർട്ടിന്റെ പ്രസക്തമായ പേജ്. • പ്രസ്തുത രേഖകളുടെ അഭാവത്തിൽ മാതാപിതാക്കളും അപേക്ഷകരും തമ്മിലുള്ള ബന്ധം സ്ഥാപിക്കുന്നതിനുള്ള corroborative സർട്ടിഫിക്കറ്റിനൊപ്പം അപേക്ഷകരുടെ പിതാവിന്റെ/മാതാവിന്റെ കേരളത്തിലെ ജനനസ്ഥലം കാണിക്കുന്ന പാസ്പോർട്ടിന്റെ പ്രസക്തമായ പേജ്/ ജനന സർട്ടിഫിക്കറ്റ്/SSLC • പ്രോസ്പെക്റ്റസിലെ ANNEXURE XXXV പ്രകാരമുള്ള നിർദ്ദിഷ്ട ഫോർമാറ്റിലുള്ള ജനന സർട്ടിഫിക്കറ്റ്. • രക്ഷിതാവ് കേരള കേഡറിൽ ജോലിയുള്ള ഒരു എഐഎസ് ഉദ്യോഗസ്ഥനാണെങ്കിൽ competent authority നൽകുന്ന ഒറിജിനൽ സർട്ടിഫിക്കറ്റ്നൽകേണ്ടതാണ്. (രക്ഷിതാവുംഅപേക്ഷകരും തമ്മിലുള്ള ബന്ധം തെളിയിക്കുന്ന ദൃശ്യമായ തെളിവുകൾ സഹിതം) NK-1, NK-2 എന്നിവയ്ക്കുള്ള കൂടുതൽ വിശദാംശങ്ങൾക്കും സർട്ടിഫിക്കറ്റുകൾക്കും, പ്രോസ്പെക്റ്റസ് ക്ലോസ് 6.1 കാണുക.
4	Proof for Date of Birth *	Choose File N	Proof for Date of Birth is mandatory. Any authenticated certificate such as Birth Certificate / SSLC / Relevant page of the Passport of candidate showing the Date of Birth can be uploaded. ജനന സർട്ടിഫിക്കറ്റ്/എസ്എസ്എൽസി/അപേക്ഷകരുടെ പാസ്പോർട്ടിന്റെ പ്രസക്തമായ പേജ് ഇവയിൽ ഏതെങ്കിലും സർട്ടിഫിക്കറ്റുകൾ അപ്ലോഡ് ചെയ്യേണ്ടതാണ്.
5	Non-Creamy Layer Certificate(SEBC) / Community Certificate(SC/ST) / EWS Certificate	Choose File N	• If you have any claim for communal reservation in SEBC/OEC, obtain a Non-Creamy Layer Certificate from Village Officer for state educational purpose and upload the same. • Candidates belonging to SC/ST, Community Certificate from Tahsildar should be uploaded. • OEC candidates who do not come under Non-Creamy Layer should upload the Community Certificate obtained from the village officer for availing the fee concession. • Candidates belonging to the communities listed in Annexure X (a) of prospectus whose annual family income is up to Rs.6 lakh are exempted from payment of fee at the time of allotment to a course. They should upload Non-Creamy Layer Certificate (or Community Certificate if not claiming SEBC reservation) here and Income Certificate in the section for uploading income certificate. See Prospectus Clause 5.4.2 and 5.4.3. • If eligible for EWS (Economically Weaker Sections in General Category) reservation, upload EWS Certificate (Income and Asset Certificate for Economically Weaker Sections).
8	For children of Inter-Caste Married parents: In Re-Conversion cases, proof of Gazette Notification, Sudhi Certificate etc.	Choose File No ...sen	Only those candidates who are children of Inter-Caste married couple of which one(s) either mother) is SC/ST. In Re-Conversion cases, upload documents that show the Gazette Notification, Sudhi Certificate and other relevant pages of school documents of the candidate and his/her parents.
9	Income Certificate	Choose File No ...sen	Candidates hoping for being considered for any fee concession/ scholarship/ any other benefits, based on annual family income should upload Income Certificate from concerned Village Officer. The communities listed in Annexure X (a) of prospectus having annual family income up to Rs.6 lakh will be considered for exemption from course fee payment, if they upload the Valid Income Certificate.
10	Certificate for claiming: XS/DK/SD/RP/HR	Choose File No ...sen	Ex-serviceman/Son or daughter of Ex-serviceman[XS], Son/Daughter/Widow of Defence Personnel Killed/Missing/Disabled in action[DK], Son/Daughter of Serving Defence Personnel[SD], Son/Daughter of Personnel serving in Paramilitary Forces (CAPF, CRPF, BSF, CISF, ITBP, NSG, SSB, AR) [RP], Son/Daughter or Widow of Defence Personnel who died in-harness[HR] need to obtain respective Certificate in the prescribed format from the concerned authority and upload the same here.
11	Certificate for claiming: DA/DH/OA/OH/DG/VA/LK/DP/SG/DN	Choose File No ...sen	Degree / Diploma holders in Ayurveda [DA], Degree/Diploma holders in Homoeopathy [DH], Degree holders in MBBS, BHMS/Diploma holders in Homoeopathy [OA], Degree Holders in MBBS/BAMS/BVSc.&AH/BSc. (Hons) Agri./BFSc./BSc.(Hons) Forestry [OH], Diploma holders in Agri. Science [DG], VHSE (Agri.) holders [VA], Live stock Management holders [LK], Diploma holders in Laboratory Techniques, Feed Technology & Poultry Production conducted by KVASU [DP], Scouts & Guides(SG), Diploma in Organic Agriculture (For Agriculture Course)[DN] have to upload respective certificates in prescribed format or the required Course Certificate, as the case may be.
12	Certificate for claiming: NQ/NH/NY/CA/LG/LV/LF/CF/CB/JW	Choose File sam...pdf	Uploaded Remove View	Nurse-Allopathy [NQ], Nurse/ Pharmacist-Homoeopathy [NH], Nurse-Ayurveda [NY] should upload Service Certificate and/or Registration Certificate (See Prospectus Clause 3.2.10). Children of Agriculturists [CA], Children of Farm Labourers of KAU [LG], Children of Farm Labourers of KVASU [LV], Children of Farm Labourers of KUFOS[LF] have to upload Service Certificate of the Parent. Children of Fishermen [CF] need to upload a certificate in prescribed format. For availing seats reserved for Children of employees in co-operative department/sector [CB] under CAPE, upload certificates in the prescribed format. To claim Jewish Quota, upload community certificate.
13	Children of Registered fisherman or inmates of Sri Chitra Home, Nirbhaya Home, Juvenile Home for getting tuition fee exemption.	Choose File No ...sen	To claim for course fee exemption, the Children of Registered Fishermen shall have to upload a Certificate from concerned Fisheries Officer of Kerala Fishermen Welfare Fund Board. Inmates of Sri Chitra Home, Nirbhaya Home, Juvenile Home shall have to upload a certificate in this regard from the authority concerned.
14	Course Certificate / Mark List as a Proof of Sanskrit Study	Choose File No ...sen	For candidates who have studied Sanskrit as their second language in Plus two or equivalent, additional 8 marks will be added to the total marks secured by them in the NEET-UG-2024 for the preparation of Ayurveda rank list. Those who have passed the exam, upload mark list and the candidates who are studying shall upload Course Certificate in the prescribed format.
15	Proof of Minority Quota claim (Muslim and Christian only)	Choose File No ...sen	Candidates seeking admission to the Minority Quota seats in various courses (MBBS,BDS,Engineering, etc.) in Self Financing Colleges having minority status (Muslim/Christian), shall have to upload Minority Certificate/Caste Certificate/Non-Creamy Layer Certificate obtained from the Village Officer.
16	Documents for NRI Quota Claim for MBBS/BDS Course (Merge the required documents as a single PDF file and then upload)	Choose File No ...sen	Candidates seeking admission to the 15% NRI Quota MBBS/BDS seats in Self Financing Medical/Dental Colleges shall have to upload the following documents as a single PDF file: • Relationship certificate of the Sponsor and student to be issued by the Revenue Authorities. • Passport copy and Visa attested by the Embassy or Consulate authorities/Green card/OCI of the sponsor.If the employment of the sponsor is not mentioned in this document, the employment certificate of the sponsor attested by the embassy/consulate authorities shall be uploaded. • Sworn affidavit from the Sponsor in a stamp paper worth Rs. 200/-. The same shall also be notarized by the Notary Public, disclosing that the student is dependent of the sponsor and all expenses of the candidate for the entire course period will be borne by the Sponsor. • For more details see clause 7.6 (k) KEAM 2024 Prospectus
17	Documents for Proof Nationality	Choose File No ...sen	Documents for Proof Nationality
18	If you wish to claim any Category reservation newly, upload necessary certificates	Choose File No ...sen	PwD claim will be allowed only if the Medical Examination to be conducted by the State Level Medical board set up for medical examination of KEAM-2024 PwD candidates, finds you suitable for the respective courses and eligible for PwD reservation as per clause 5.3 of the KEAM-2024 prospectus.

Remember : Original Certificates must be kept in hand and to be produced before the admission authority as and when required.

Submit

For further help, contact Helpline:

0471-2525300 (CEE's Call Centre - 9:30 am to 5:30 pm)

155300, 0471-2335523(Citizen's Call Centre-24 hours)

Email : ceekinfo.cee@kerala.gov.in.

For applying online and up-to-date information, visit the website: www.cee.kerala.gov.in

-------------- ☐☐☐ --------------