

**GOVERNMENT COLLEGE OF ENGINEERING, JALGAON**  
(An Autonomous Institute of Government of Maharashtra)  
National Highway No.6, Jalgaon -425001

Date:16/01/2017

**Important Instruction for students under Autonomous pattern**

**Procedure for Photocopy application**

- 1) Fill up online application for photocopy of answer book as per the guidelines in the S/W manual available at <http://192.168.1.234/GCOEJ/> through student login.
- 2) Take the printout of provisional application for photocopy of answer books.
- 3) Pay the prescribed fees( Rs 400/- per course for UG and PG) to the cash section in office.
- 4) Get the approval remark from Academic and Examination Cell (Dean Academic Office, Cabin No: 121) on the provisional application(attach the photocopy of fee receipt to the application)
- 5) Ensure your application has been approved by AEC office **before 19<sup>th</sup> January 2017.**
- 6) Obtain printed acknowledgement for submission of revaluation form from AEC.

Sd/-

Asst. CoE(Post Exam)  
Government College of Engineering,  
Jalgaon

Copy to:

1. Programmer to upload on MIS webpage and start the activity
2. All Departments.
3. Academic and Examination Cell through Dean Academics for confirmation of applications.
4. Computer Department for upload on Institute Website.
5. Cashier for necessary action.