

15 November 2016

Kathmandu University, School of Engineering

GRADUATE PROGRAM ADMISSION

**Master of Engineering in Computer Engineering and Master of Technology in Information Technology**

**Procedure for Document Verification and Admission**

**Candidates are required to strictly follow the sequence:**

1. Appear in person in the concerned department with original documents (and with copies); get the documents verified.
2. Pay the required fees to Kathmandu University's Account at any branch of the following banks:  
Nepal Investment Bank Ltd. (NIBL): A/C No.: 00501030250009  
Nabil Bank Account No.: 0110010955102  
Machhapuchchhre Bank Ltd Account No.: 2022524044147028  
Fee for admission is **NRs. 100,000 (one hundred thousand only)**. **Do not pay the fees before the document verification.**
3. Submit the concerned department 4 recent photos (PP-size), proof/voucher of payment, copies of the academic certificates, transcripts, and citizenship certificate.
4. Complete the admission and registration forms.

**NOTES:**

- In the event that erroneous information or invalid documents have been provided by the applicant, intentionally or otherwise, the applicant will be automatically rejected.
- Candidates should complete the admission process by **November 18, 2016**. Request for the extension of the deadline may not be considered.
- The bank at KU will be open till 3:00 PM on working days except Friday (1:00PM).

***Admission Checklist***

<i>SN</i>	<i>Item</i>	<i>Yes/No</i>
1	Copy of personal identification (Citizenship or Passport)	
	<i>Copy of Academic Transcripts and Certificates as follows (2, 3, 4)</i>	
2	SLC	
3	+2	
4	Bachelor and other degree if applicable	
5	Sponsorship or scholarship commitment original letter or document (mandatory if applicable)	
6	Leave of absence approval commitment letter from employer if currently employed	
7	4 recent passport size photo	
8	Admission fee deposit voucher (Rs. 100,000/- to KU account)	
9	Original Migration Certificate of Last Completed Degree	

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School of Engineering