

**The following activities will be conducted at Facilitation Centre (FC) – Viva College of Diploma Engineering and Technology, Virar(W)**

1. Sell of Application Kit
2. Activation of Application Kit
3. Submission of online application form
4. Document verification as per the list of documents on the application form
5. Scanning and uploading of documents
6. Confirmation of application form for CAP
7. Printing and issue of receipt

**Documents to be submitted along with the Application Form**

- Statement of mark of S.S.C. Examination
- Leaving Certificate issued by the School/College
- H.S.C. Science examination (For Direct second year)
- Caste Certificate for the categories like SC, ST, NT, VJ, DT, OBC, SBC etc
- Non-Creamy layer certificate issued after 1st April of last financial year (in case of candidates from NT/VJ/DT/OBC/SBC)
- Physical fitness Certificate
- Domicile Certificate
- Income Certificate
- Aadhaar Card