

FREQUENTLY ASKED QUESTIONS

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application?

25. I have passed +2. Should I obtain course certificate in the printout of application?

26. What are the certificates that must be submitted to prove nativity?

27. Whether income certificates obtained from other States in India will be accepted?

28. I belong to General category. Is it required to submit Income certificate?

29. I belong to Kannur district. The village officer denied providing the Income and Community certificate in the prescribed format of KEAM. Instead, an Income Certificate in e-district format was given. Are they acceptable?

30. How and when to apply for NATA examination?

31. I belong to OE category, but my annual family income exceeds 4.5 lakh. Are there any fee benefits for such candidates?

32. I have my caste noted as 'Nair' in my 10th Standard certificate. I am actually an inter-caste candidate (Ezhava & Nair). The Village Officer refused to give inter-caste certificate since the marriage was not registered. What should I do to avail Ezhava reservation?

33. My father and mother are in forward caste, but in different castes. Am I eligible for inter-caste benefit?

34. What do you mean by OCI / PIO?

35. I belong to Non-Keralite Category-II. Am I eligible to get admission to MBBS in any of the Medical colleges in Kerala?

36. For claiming reservation under Scouts & Guides quota, which certificates should I submit along with the application?

37. What should I do for claiming reservation under Sports quota? ?

38. I am an NCC cadet and I wish to be considered for admission under NCC quota. What should I do?

39. If any prescribed format for claiming a reservation is not obtained along with the printout of application, how can it be downloaded?

40. How do I solve the problem that some unexpected data being shown in my online application? How to solve this? (Clearing of Cache)?

41. During the time of filling up of application, it shows 'Session Time Out' and the filled information has been lost. How to avoid this?

42. Which is the last date for submission of application?

43. What are the common causes for rejecting the application?

44. How can I know whether the application has reached at CEE office?

45. How shall I get the Admit Card for the Entrance Examination?

46. Will Admit card be sent to me by post?

1. What are the procedures for applying online?

- First visit the website <http://www.cee.kerala.gov.in> and register.
- Note down the Application Number and remember the password.
- Login and give the details. **Save** the application carefully. **Final Submission** with the details which you have entered.
- After filling up all the required fields, make the final submission by clicking the 'Final Submission' button.
- Next enter the payment details, ie. whether by Security Card or by Demand Draft.
- After this, take printout of the application.
- Affix a passport size (3.5 x 3.5 cm) photograph (this should be the copy of uploaded photo), get it certified.
- Get Course Certificate and Nativity Certificate in the prescribed format available in the body of the application.
- If the candidate claims any reservation, then use relevant format(s) of the certificate(s) and get it certified.
- Send all these documents to the Commissioner for Entrance Examinations, Santhi Nagar, Thiruvananthapuram.

2. Which are the recommended browsers for applying online?
 Mozilla Firefox and Internet Explorer 9.0.

3. How to enable Java Script in my browser?
 In the **Tools** drop-down menu, select **Options**.
 Next, select the **Content** icon/tab at the top on the window.
 Then, check the **Enable JavaScript** checkbox under the **Web Content** category.
 Press **OK** to close the Options window and save your changes.
 Finally, press **Refresh** on your browser.
 In the **Tools** drop-down menu, select **Internet Options**.
 Next, select the **Security** tab.
 Then, select the **Internet** option.
 Then select the **Custom Level** button.
 Locate **Scripting** near the bottom of the list.
 Under **Active Scripting**, select **Enable**, then click **OK**.
 Answer **yes** to the following confirmation box.
 Press **OK** to close the Internet Options window.
 Finally, Press **refresh** on your browser window to enjoy the javascript.

If menu bar is not visible for selecting Tool menu in your browser, just press 'Alt' key in your keyboard.
 4. Is it compulsory to do all the steps mentioned for applying online in a single

- No need to complete all the procedures in a single step. You can do each step in different time.
5. I forgot to note down my Application number during the Candidate registration.
There is no provision for retrieving the application number. If you do not complete the Payment section, you cannot retrieve the application number.
6. I forgot my password. What is the procedure to retrieve the password?
Using the link 'Forgot Password' in online application, you can reset your password. Application number will be required to retrieve the password.
7. Is it compulsory to have an email-id/Mobile number?
Important messages and information regarding KEAM will be sent to the provided email-id /mobile number.
8. I am not able to upload the photo. What is the reason?
Photo to be uploaded should have the specified dimensions and size. Refer the 'Photo guideline' provided in the application form.
9. How do I get certain Proforma (example, Income Certificate) before filling up application?
You can download any proforma from your home page after logging on the application portal. But you need to pay the application fee to download the proforma.
10. What is the AGE requirement to apply for KEAM Entrance Examination 2013?
Candidate should have completed 17 years of age as on 31.12.2013. There is no upper age limit for candidates.
11. Why certain courses cannot be opted in online application (Eg. MBBS/BDS)?
Certain validation will be done during the online submission. Please refer the eligibility criteria for each course.
12. How can I pay the Application Fee?
Application fee can be paid in two ways i.e. (a) by purchasing Demand Draft from Post Office (DD) or (b) by using Security Card.
13. What is the Cost of Security Card?
- Rs.700/- for General Candidates.
 - Rs.350/- for SC/ST candidates.
 - Free of cost Security Card to ST candidates whose annual family income is below Rs.40,000/- from the previous year.
 - Rs.10000/- extra for those opting DUBAI as centre of exam. This fee should be paid as Demand Draft.
14. Is it necessary to keep the Key Number after completing the online submission?
Key Number should be kept in safe custody till the end of admission procedure. The key number is required to access the application form.
15. I made payment of application fee by using Demand Draft. Where can I get my Key Number?
These candidates will be provided Key Number in a later stage that will be notified afterward.
16. How many Application forms should I submit if I wish to appear for Engineering?
One candidate need submit only one application. The candidate can opt Engineering, Architecture, Design, and Planning.
17. A Candidate did not apply for MBBS/BDS(NEET-UG) conducted by CBSE. Can he/she apply for MBBS/BDS course in KEAM?
No. Only those candidates applied in MBBS/BDS (NEET-UG) alone can apply for MBBS/BDS course in KEAM.
18. A Candidate did not opt MBBS/BDS course in KEAM, but appeared for entrance examination. Can he/she apply for MBBS/BDS course in KEAM?
No. Only those candidates applied in MBBS/BDS (NEET-UG) and opted MBBS/BDS course in KEAM can apply for MBBS/BDS course in KEAM.
19. If I did not choose 'Kerala' as 'Choice of state quota' in NEET-UG online application, can I still apply for MBBS/BDS course in KEAM?
No. Only those who elect 'Kerala' in NEET-UG online application will be eligible for MBBS/BDS course in KEAM.
20. Is it necessary to attach copy of Confirmation Page of NEET-UG along with application form?
YES. If you have chosen MBBS/BDS course, copy of completed Confirmation Page should be attached with application form.
21. Is there any concession in application fee for female/Single female child candidate?
No.

- Application can be submitted online till 5.00 pm on 08.02.2013. The printout of the application comp
43. What are the common causes for rejecting the application?
If duly **filled and signed Course Certificate and Nativity Certificate** also
- If printout of **application** and supported documents **after the last date** spe
44. How can I know whether the application has reached at CEE office?
There is an Application Status bar in the home page of on line application. 'Received at CEE' status
45. How shall I get the Admit Card for the Entrance Examination?
The Admit Card has to be downloaded from the website www.cee.kerala.gov.in from 25.03.2013 on
46. Will Admit card be sent to me by post?
No. Admit cards will not be sent by post from this office to the candidate. The Admit cards have to b