



**Standard Operating Procedure for
Prospective Students and their Parents**

1. The vehicle should be parked outside the railway gate.
2. Candidate + parents/guardian (2 persons) will be permitted.
3. Everyone should wear mask at all times.
4. The security staff should ensure that at least one person has installed AarogyaSetu app and is in the low risk status.
5. Everyone should clean their hands using the sanitizer, wash their hands using soap oil in the main gate
6. Everyone will be screened using a non-contact thermometer/thermal scanner. If his body temperature is above 98.6 degree Fahrenheit, they will be denied entry into the campus
7. They should register their details in the main gate.
8. Those coming for general enquiry will be directed to the admissions office adjacent to the main gate.
9. Those coming for management quota admissions will be directed to CIR building escorted by their staff from CIR.
10. Prospective candidates and parents from **red zones** will not be permitted until further orders.