

## IMPORTANT INFORMATION FOR STUDENT ELIGIBILITY

Student should read entire Information Brochure carefully and understand all the instructions, conditions and requirements for the programme to which he / she seek admission.

Student should fulfill the minimum eligibility criteria.

Student has to carefully note the rules of eligibility laid down by the University and should abide by them.

Student should submit the necessary certificates / papers in original along with a true copy / self attested copy of each of them before the end of the first term, if he / she has not submitted the same alongwith admission form. Failing which his / her admission shall be cancelled at any point of time by the University without prior notice to concerned student and complaint will not be entertained thereafter.

Student will be provisionally admitted for respective programme. Student admission will be confirmed on submission and verification of required eligibility documents by the University.

Please ensure that, on failure to submit the required documents student admission shall be cancelled at any point of time by the University without prior notice to concerned student and any performance such as 'Internal Home Assignments', Examination etc. shall treated as cancelled and complaint will not be entertained thereafter.

Student should provide all the necessary documents in corrected form. Student shall be responsible for any discrepancies, error, wrong or incorrect information supplied by him / her, and in such case his / her admission shall be cancelled at any point of time by the University without prior notice to concerned student and complaint will not be entertained thereafter.

### Documents Required for eligibility clearance:

- Original copies of 10<sup>th</sup> and 12<sup>th</sup> Mark sheets of examination for verification and one photocopy of each mark sheet attested by the Director of the Study Centre or Self attested for submission.
- Original copy of Mark sheet of last qualifying examination for verification and one photocopy attested by the Director of the Study Centre or Self attested for submission.
- Original copy of Passing Certificate of last qualifying examination for verification and one photocopy attested by the Director of the Study Centre or Self attested.
- Two I-card size photographs.
- Transfer Certificate / Leaving Certificate (Original).
- Migration Certificate (Original).
- Gap Certificate (if there is a gap of more than 2 years in education).
- Caste Certificate (if applicable) attested by the Director of the Study Centre or Self attested.

- Experience Certificate (if applicable).
- Bonafide Certificate (if applicable).
- Gazette Certificate / Official Marriage Registration Certificate (in case of change in name) attested by the Director of the Study Centre.
- An attested true copy of photo identity document.
- An attested true copy of age proof document.

Document which can be accepted:

1. Aadhaar Card,
2. Passport,
3. Election Card,
4. PAN Card,
5. Birth Certificate,
6. Driving License.

Sr. No.	Programme	Eligibility	Documents Required
<b>(A) Faculty of Arts, Commerce &amp; Social Sciences</b>			
1	<b>BA</b>	10+2 or its equivalent from any recognized Board	10th Marksheet 12th Marksheet <b>OR</b> 10+2 Marksheet <b>Original</b> - Leaving Certificate (LC) <b>OR</b> Transfer Certificate (T.C.) Undertaking for Non Submission of LC <b>OR</b> TC Gap Certificate (if required) Gazette Certificate / Official Marriage Registration Certificate (in case change of name) Photo Identity Proof Proof of Birth Date Aadhaar Card
2	<b>B.Com</b>	10+2 commerce & Science or its equivalent from any recognized Board	10th Marksheet 12th Marksheet <b>OR</b> 10+2 Marksheet <b>Original</b> - Leaving Certificate (LC) <b>OR</b> Transfer Certificate (T.C.) Undertaking for Non Submission of LC <b>OR</b> TC Gap Certificate (if required) Gazette Certificate / Official Marriage Registration Certificate (in case change of name) Photo Identity Proof Proof of Birth Date Aadhaar Card
3	<b>MA (Eng)</b>	Any graduate from any recognized University	10th Marksheet (if required) 12th Marksheet <b>OR</b> 10+2 Marksheet (if required) Marksheets of 3 years Degree programme Passing Certificate of last qualifying examination <b>Original</b> - Leaving Certificate (LC) <b>OR</b> Transfer Certificate (T.C.) <b>Original</b> - Migration Certificate (MC) Undertaking for Non Submission of LC <b>OR</b> TC <b>OR</b> TC & MC Gap Certificate (if required) Gazette Certificate / Official Marriage Registration Certificate (in case change of name) Photo Identity Proof Proof of Birth Date Aadhaar Card

4	<b>M.Com.</b>	Any graduate from any recognized University	10th Marksheet (if required) 12th Marksheet <b>OR</b> 10+2 Marksheet (if required) Marksheets of 3 years Degree programme Passing Certificate of last qualifying examination <b>Original</b> - Leaving Certificate (LC) <b>OR</b> Transfer Certificate (T.C.) <b>Original</b> - Migration Certificate (MC) Undertaking for Non Submission of LC <b>OR</b> TC <b>OR</b> TC & MC Gap Certificate (if required) Gazette Certificate / Official Marriage Registration Certificate (in case change of name) Photo Identity Proof Proof of Birth Date Aadhaar Card
9	<b>MSW</b>	Any graduate from any recognized University	10th Marksheet (if required) 12th Marksheet <b>OR</b> 10+2 Marksheet (if required) Marksheets of 3 years Degree programme Passing Certificate of last qualifying examination <b>Original</b> - Leaving Certificate (LC) <b>OR</b> Transfer Certificate (T.C.) <b>Original</b> - Migration Certificate (MC) Undertaking for Non Submission of LC <b>OR</b> TC <b>OR</b> TC & MC Gap Certificate (if required) Gazette Certificate / Official Marriage Registration Certificate (in case change of name) Photo Identity Proof Proof of Birth Date Aadhaar Card
<b>(B) Faculty of Management Studies</b>			

6	<b>BBA</b>	10+2 in any stream or equivalent from any recognized Board	10th Marksheet (if required) 12th Marksheet <b>OR</b> 10+2 Marksheet (if required) Passing Certificate of last qualifying examination (if required) <b>Original</b> - Leaving Certificate (LC) <b>OR</b> Transfer Certificate (T.C.) Undertaking for Non Submission of LC <b>OR</b> TC Gap Certificate (if required) Gazette Certificate / Official Marriage Registration Certificate (in case change of name) Photo Identity Proof Proof of Birth Date Aadhaar Card
7	<b>BCA</b>	10+2 in any stream or equivalent from any recognized Board	10th Marksheet (if required) 12th Marksheet <b>OR</b> 10+2 Marksheet (if required) Passing Certificate of last qualifying examination (if required) <b>Original</b> - Leaving Certificate (LC) <b>OR</b> Transfer Certificate (T.C.) Undertaking for Non Submission of LC <b>OR</b> TC Gap Certificate (if required) Gazette Certificate / Official Marriage Registration Certificate (in case change of name) Photo Identity Proof Proof of Birth Date Aadhaar Card
8	<b>MBA</b>	A graduate (10+2+3) in any discipline with at least 50% marks (45% for SC/ST) from any recognized University	10th Marksheet (if required) 12th Marksheet <b>OR</b> 10+2 Marksheet (if required) Marksheets of 3 years Degree programme Passing Certificate of last qualifying examination <b>Original</b> - Leaving Certificate (LC) <b>OR</b> Transfer Certificate (T.C.) <b>Original</b> - Migration Certificate (MC) Undertaking for Non Submission of LC <b>OR</b> TC <b>OR</b> TC & MC Cast Certificate (if applicable) Gap Certificate (if required) Gazette Certificate / Official Marriage Registration Certificate (in case change of name) Photo Identity Proof Proof of Birth Date Aadhaar Card

9	<b>MBA (HR)</b>	A graduate (10+2+3) in any discipline with at least 50% marks (45% for SC/ST) from any recognized University	<p>10th Marksheet (if required) 12th Marksheet <b>OR</b> 10+2 Marksheet (if required)  Marksheets of 3 years Degree programme  Passing Certificate of last qualifying examination  <b>Original</b> - Leaving Certificate (LC) <b>OR</b> Transfer Certificate (T.C.)  <b>Original</b> - Migration Certificate (MC)  Undertaking for Non Submission of LC <b>OR</b> TC <b>OR</b> TC &amp; MC  Cast Certificate (if applicable)  Gap Certificate (if required)  Gazette Certificate / Official Marriage Registration Certificate (in case change of name)  Photo Identity Proof  Proof of Birth Date  Aadhaar Card</p>
10	<b>MBA (Executive)</b>	A graduate (10+2+3) in any discipline with at least 50% marks (45% for SC/ST) from any recognized University with 3 years working experience	<p>10th Marksheet (if required)  12th Marksheet <b>OR</b> 10+2 Marksheet (if required)  Marksheets of 3 years Degree programme  Passing Certificate of last qualifying examination  <b>Original</b> - Leaving Certificate (LC) <b>OR</b> Transfer Certificate (T.C.)  <b>Original</b> - Migration Certificate (MC)  Undertaking for Non Submission of LC <b>OR</b> TC <b>OR</b> TC &amp; MC  Work Experience Certificate  Gap Certificate (if required)  Gazette Certificate / Official Marriage Registration Certificate (in case change of name)  Photo Identity Proof  Proof of Birth Date  Aadhaar Card</p>

11	<b>MCA</b>	A graduate (10+2+3) of any recognized University having at least 50% of marks (45% for SC/ST) at the graduate level will be considered eligible for admission to MCA - 1 year provided he / she has offered Mathematics at the 12th std. / at graduate level	10th Marksheet (if required) 12th Marksheet <b>OR</b> 10+2 Marksheet (if required) Marksheets of 3 years Degree programme Passing Certificate of last qualifying examination <b>Original</b> - Leaving Certificate (LC) <b>OR</b> Transfer Certificate (T.C.) <b>Original</b> - Migration Certificate (MC) Undertaking for Non Submission of LC <b>OR</b> TC <b>OR</b> TC & MC Cast Certificate (if applicable) Gap Certificate (if required) Gazette Certificate / Official Marriage Registration Certificate (in case change of name) Photo Identity Proof Proof of Birth Date Aadhaar Card
<b>(C) Faculty of Law</b>			
12	<b>DTL</b>	Any graduate in any discipline from any recognized University	10th Marksheet (if required) 12th Marksheet <b>OR</b> 10+2 Marksheet (if required) Marksheets of 3 years Degree programme Passing Certificate of last qualifying examination <b>Original</b> - Leaving Certificate (LC) <b>OR</b> Transfer Certificate (T.C.) <b>Original</b> - Migration Certificate (MC) Undertaking for Non Submission of LC <b>OR</b> TC <b>OR</b> TC & MC <b>Original</b> - Bonafide Certificate (if required) Gap Certificate (if required) Gazette Certificate / Official Marriage Registration Certificate (in case change of name) Photo Identity Proof Proof of Birth Date Aadhaar Card

13	<b>DLL&amp;LW</b>	Any graduate in any discipline from any recognized University	10th Marksheet (if required) 12th Marksheet <b>OR</b> 10+2 Marksheet (if required) Marksheets of 3 years Degree programme Passing Certificate of last qualifying examination <b>Original</b> - Leaving Certificate (LC) <b>OR</b> Transfer Certificate (T.C.) <b>Original</b> - Migration Certificate (MC) Undertaking for Non Submission of LC <b>OR</b> TC <b>OR</b> TC & MC <b>Original</b> - Bonafide Certificate (if required) Gap Certificate (if required) Gazette Certificate / Official Marriage Registration Certificate (in case change of name) Photo Identity Proof Proof of Birth Date Aadhaar Card
14	<b>DIPL</b>	Any graduate in any discipline from any recognized University	10th Marksheet (if required) 12th Marksheet <b>OR</b> 10+2 Marksheet (if required) Marksheets of 3 years Degree programme Passing Certificate of last qualifying examination <b>Original</b> - Leaving Certificate (LC) <b>OR</b> Transfer Certificate (T.C.) <b>Original</b> - Migration Certificate (MC) Undertaking for Non Submission of LC <b>OR</b> TC <b>OR</b> TC & MC <b>Original</b> - Bonafide Certificate (if required) Gap Certificate (if required) Gazette Certificate / Official Marriage Registration Certificate (in case change of name) Photo Identity Proof Proof of Birth Date Aadhaar Card
15	<b>DCL</b>	Any graduate in any discipline from any recognized University	10th Marksheet (if required) 12th Marksheet <b>OR</b> 10+2 Marksheet (if required) Marksheets of 3 years Degree programme Passing Certificate of last qualifying examination <b>Original</b> - Leaving Certificate (LC) <b>OR</b> Transfer Certificate (T.C.) <b>Original</b> - Migration Certificate (MC) Undertaking for Non Submission of LC <b>OR</b> TC <b>OR</b> TC & MC <b>Original</b> - Bonafide Certificate (if required) Gap Certificate (if required) Gazette Certificate / Official Marriage Registration Certificate (in case change of name) Photo Identity Proof Proof of Birth Date Aadhaar Card



16	<b>DCyL</b>	Any graduate in any discipline from any recognized University	10th Marksheet (if required) 12th Marksheet <b>OR</b> 10+2 Marksheet (if required) Marksheets of 3 years Degree programme Passing Certificate of last qualifying examination <b>Original</b> - Leaving Certificate (LC) <b>OR</b> Transfer Certificate (T.C.) <b>Original</b> - Migration Certificate (MC) Undertaking for Non Submission of LC <b>OR</b> TC <b>OR</b> TC & MC <b>Original</b> - Bonafide Certificate (if required) Gap Certificate (if required) Gazette Certificate / Official Marriage Registration Certificate (in case change of name) Photo Identity Proof Proof of Birth Date Aadhaar Card
17	<b>DHR</b>	Any graduate in any discipline from any recognized University	10th Marksheet (if required) 12th Marksheet <b>OR</b> 10+2 Marksheet (if required) Marksheets of 3 years Degree programme Passing Certificate of last qualifying examination <b>Original</b> - Leaving Certificate (LC) <b>OR</b> Transfer Certificate (T.C.) <b>Original</b> - Migration Certificate (MC) Undertaking for Non Submission of LC <b>OR</b> TC <b>OR</b> TC & MC <b>Original</b> - Bonafide Certificate (if required) Gap Certificate (if required) Gazette Certificate / Official Marriage Registration Certificate (in case change of name) Photo Identity Proof Proof of Birth Date Aadhaar Card