

## List of Documents to be brought at The Time of Reporting in The Institute

The candidates, at the time of reporting must bring the following Original Certificates/Documents/Testimonials along with three sets of duly attested photocopies of these with them. Any candidate, who fails to produce any of the required Certificate/Document/Testimonial at the time of reporting the Institution, will forfeit his/her claim to admission.

S.No	List of Documents
1	Original & Duly attested photocopy of Qualifying Examination
2	10+2/ Intermediate/Senior Secondary School Examination
3	Matriculation/High School Certificate.
4	MAT (MBA) / OLET-2010(MCA) Score card.
5	Character Certificate : <b>Regular Candidates:</b> The candidates who have passed their qualifying exam. From School/College as regular students are required to submit the Character Certificate as per <b>Annexure-I.</b> <b>Private Candidates:</b> Candidates, who have passed the qualifying examination as private candidates should submit their Character Certificates, duly signed by a First Class Magistrate.
6	Resident Certificate as per <b>Annexure-II</b> , if applicable: Candidates, who have passed their qualifying examination from a Board/Recognized School located in the State of Haryana will be deemed to be Haryana residents and will not be required to submit certificates of bonafied residents of Haryana
7	Certificate from the Employer in the case of Employees of Govt. of Haryana, members of All India Services borne on Haryana Cadre, Employees of Statutory Bodies/Corporations as per <b>Annexure-III</b> , if applicable
8	Scheduled Caste Certificate as per <b>Annexure-IV</b> , if applicable
9	Backward Class Certificate as per <b>Annexure-V</b> , if applicable and affidavit as per <b>Annexure-VI</b>
10	Certificate in respect of Physically Handicapped Candidates as per <b>Annexure-VII</b> , if applicable. Certificate required to be furnished by the Children and Grand-Children of Freedom Fighters as per <b>Annexure-VIII</b> , if applicable.
11	Certificate from wards of Deceased/Disabled/Discharged Military/Para-Military personnel/Ex-serviceman or Ex—Personnel of Para-Military Forces – <b>Annexure-IX.</b>
12	Certificate from wards of Ex-employees of Indian Defense Services/ Para-Military Forces- <b>Annexure-X.</b>
13	Certificate of Medical Fitness- <b>Annexure-XI.</b>
14	Admit Card of MAT/OLET (in duplicate)
15	Counter-foil/receipt of deposit of Rs. 500/- as counseling participation fee duly signed & stamped by concerned Bank in the A/c of Haryana State Counseling Society, Panchkula
16	Counter-foil/receipt of deposit of Admission
17	Prospectus and Identity Card Form
18	Affidavit for GAP year if applicable
19	Copy of Voter Id Card of Candidate and Parents
20	Ration card Copy/Passport Copy/Driving license/Electricity Bill/Water Bill
21	Form 6 (for Voter ID card)
22	Migration Certificate(Original) If required

Note:

1. The original certificates shall be returned after verification.
2. In case of Kashmiri Migrants, supporting certificates and original certificate of migration duly signed by the competent authority or Relief Commissioner.